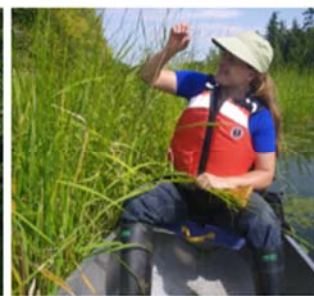


Our Local Environment, We're in it Together.



SOUTH NATION
CONSERVATION
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Appendix A BUDGET 2018



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November 16, 2017



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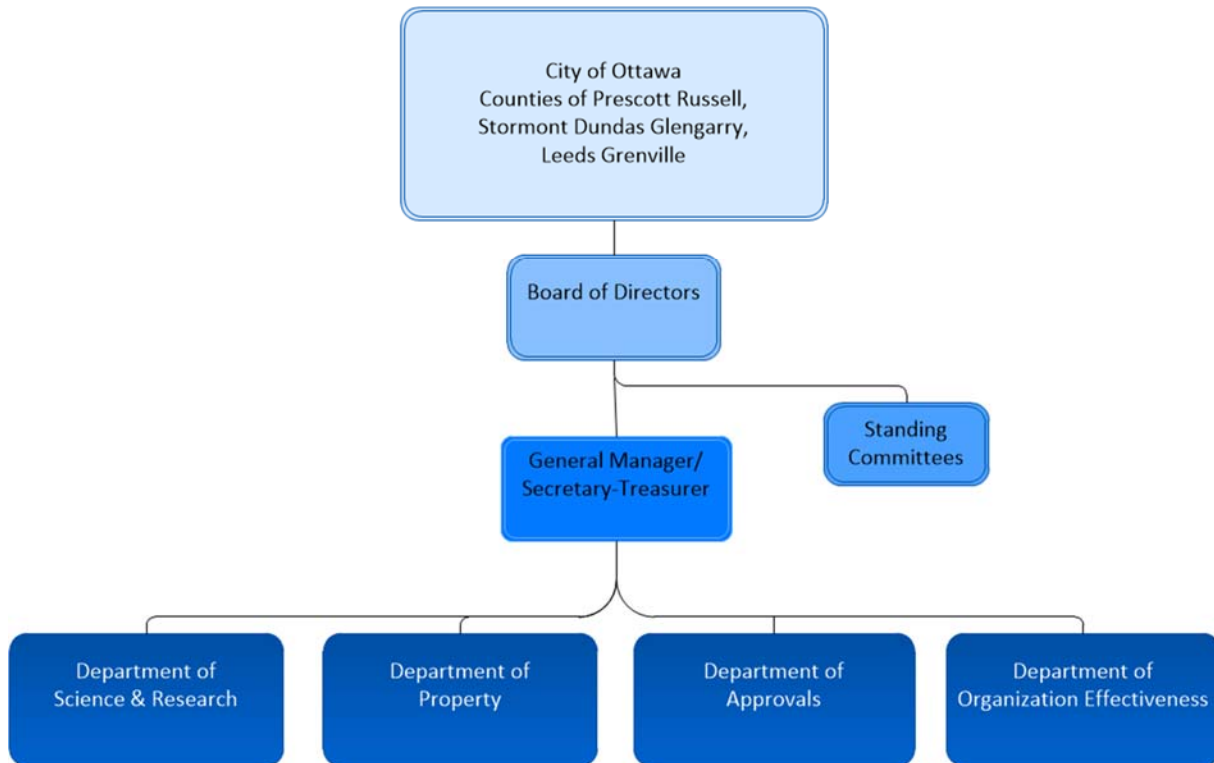


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Budget Summary

ESTIMATED STATEMENT OF OPERATION AS OF October 31, 2017	Current YTD Actuals 2017	Final Budget 2017	Updated Forecast Dec 31 2017	Draft Budget 2018
EXPENDITURES				
OPERATING EXPENSE				
Science & Research				
Resource Management	393,253	601,425	539,354	573,694
Resource Services	392,116	636,750	610,750	690,044
Total Science & Research	785,370	1,238,175	1,150,104	1,263,738
Property & Approvals				
Approvals	957,708	1,369,362	1,166,608	1,120,622
Property	667,915	1,046,757	877,093	1,000,847
Total Property & Approvals	1,625,623	2,416,119	2,043,701	2,121,470
Organization Effectiveness				
Corporate Services	922,446	1,296,556	1,201,169	1,300,155
Information Management and Technology	170,052	270,751	241,626	233,587
Communications and Outreach	349,073	455,384	479,778	413,373
Total Organization Effectiveness	1,441,570	2,022,691	1,922,574	1,947,115
TOTAL OPERATING EXPENSE	3,852,563	5,676,985	5,116,379	5,332,322
CAPITAL and PROJECT EXPENSE				
Science & Research				
Capital	157,177	-	157,177	8,000
Projects	771,699	1,108,742	1,141,154	512,868
Total Science & Research	928,876	1,108,742	1,298,331	520,868
Property & Approvals				
Capital	315,486	314,258	315,871	355,513
Projects	284,037	550,361	565,562	655,489
Total Property & Approvals	599,523	864,619	881,433	1,011,002
Organization Effectiveness				
Capital	10,917	58,000	52,330	58,000
Projects	-	-	-	-
Total Organization Effectiveness	10,917	58,000	52,330	58,000
TOTAL CAPITAL AND PROJECT EXPENSE	1,539,316	2,031,361	2,232,094	1,589,870
TOTAL OVERALL EXPENSE	5,391,879	7,708,346	7,348,474	6,922,192
REVENUE				
Other Sources	1,883,745	3,041,981	3,301,690	2,435,208
General Levy	2,731,131	3,147,471	3,147,471	3,252,156
Special Levy	435,778	550,000	343,071	332,708
Forest Land Acquisition	168,058	278,258	278,258	287,513
Source Protection	71,670	160,642	85,036	49,350
MNRF (Regular)	175,409	176,409	176,409	176,409
TOTAL REVENUE	5,465,790	7,354,761	7,331,935	6,533,344
NET OVERALL	(73,911)	353,585	16,539	388,848
Transfer To / (From) Reserve	-	(63,500)	(29,582)	(85,720)
Cash (Surplus) Beginning of Year	(290,085)	(290,085)	(290,085)	(303,128)
Cash Deficit / (Surplus) End of Year	(363,996)	0	(303,128)	(0)



Estimated Reserve

	2016	2017			2018		
	Audited Balance	Forecast Transfers (From)	Forecast Transfers To	Forecast Balance	Budget Transfers (From)	Budget Transfers To	Estimated Balance
	Dec 31/16	2017 Reserve	2017 Reserve	Dec 31/17	2018 Reserve	2018 Reserve	Dec 31/18
Committed							
Sewage Systems Inspections	(35,642)	(16,133)		(51,775)		14,780	(36,995)
Dr. Jackson - Forestry Programs	10,078		110	10,188		110	10,298
Findlay Creek	270,886	(6,449)	2,220	266,657	(16,500)	2,220	252,377
Environmental Projects	18,732		200	18,932		200	19,132
Revenue Sharing - MNR	201,700		2,280	203,980		2,280	206,260
Provincial Land	44,058		500	44,558		500	45,058
School Programs	2,188		20	2,208		20	2,228
Memorial Fund - Oak Valley Park	49,746		2,170	51,916		2,170	54,086
Subtotal Committed	561,746	(22,582)	7,500	546,664	(16,500)	22,280	552,444
Operating	704,092	(40,000)	12,185	676,277	(84,000)	12,185	604,462
Capital Projects	816,440	0	7,235	823,675	(35,000)	9,235	797,910
Water Control Structure	106,112		6,080	112,192		6,080	118,272
Grand Total	2,188,390	(62,582)	33,000	2,158,808	(135,500)	49,780	2,073,088

ABOVE INCLUDES:

Interest (distributed above)		21,300		23,300
Sewage Systems Inspections	(16,133)			14,780
Donations to Findlay Creek	(6,449)			(16,500)
Tribunal		5,000		5,000
Capital Projects:				
Vehicle		-		(35,000)
WECI		5,000		5,000
Oak Valley		1,700		1,700
Corporate	(40,000)			(84,000)
	(62,582)	33,000		(135,500)
				49,780

**Municipal Levy Comparison 2017/2018**

Municipality	Total 2017 General, Forest Land Acquisition and Forest Conservation	2018 General	2018 Forest Land Acquisition	Total 2018 General and Forest Land Acquisition	Total Dollar Change
Ottawa	\$2,768,451	\$2,561,328	\$226,439	\$2,787,767	\$19,316
Russell	\$122,994	\$114,013	\$10,080	\$124,093	\$1,099
Clarence-Rockland	\$122,129	\$109,540	\$9,684	\$119,224	(\$2,905)
The Nation	\$84,929	\$77,338	\$6,837	\$84,175	(\$753)
North Dundas	\$79,425	\$74,219	\$6,561	\$80,781	\$1,356
South Dundas	\$79,135	\$70,841	\$6,263	\$77,104	(\$2,031)
Alfred Plantagenet	\$52,122	\$51,161	\$4,523	\$55,684	\$3,562
Edwardsburgh/Cardinal	\$47,967	\$41,750	\$3,691	\$45,441	(\$2,526)
North Grenville	\$46,583	\$41,474	\$3,667	\$45,141	(\$1,442)
Augusta	\$36,963	\$33,133	\$2,929	\$36,063	(\$901)
North Stormont	\$34,172	\$32,360	\$2,861	\$35,221	\$1,049
Casselman	\$28,730	\$25,064	\$2,216	\$27,280	(\$1,451)
North Glengarry	\$13,412	\$12,102	\$1,070	\$13,172	(\$240)
South Stormont	\$7,494	\$6,750	\$597	\$7,346	(\$148)
Elizabethtown-Kitley	\$657	\$572	\$51	\$623	(\$33)
Champlain	\$566	\$511	\$45	\$556	(\$10)
Totals	\$3,525,729	\$3,252,156	\$287,513	\$3,539,669	1 \$13,940

Special Levy Ottawa - Ottawa Rural Clean Water Program	\$ 200,000
Special Levy Ottawa - Eastern Ontario Water Resources Committee	\$ 50,000
TOTAL ALL LEVY	\$ 3,789,669

¹ General & Forest Land Acquisition: \$113,940
Forest Conservation: (\$100,000)
2018 Net Change: \$13,940

**Other Sources****PARTNERS**

Public Works Canada (WEBS)	\$90,407
Public Safety Canada - Floodplain mapping (NDMP)	\$305,162
Agriculture and Agri-Food Canada (Agri-risk)	\$130,141
Forest Ontario	\$145,000
SD&G and P&R	\$150,769
South Dundas (Butternut)	\$1,500
Lindsay Solar (Species at Risk Benefit Exchange)	\$13,465
Ontario Power Generation	\$80,000
Royal Bank of Canada (Stream Watch)	\$20,500
Municipal Partners (Source Water Implementation)	\$24,513
United Counties of Prescott-Russell Floodplain Mapping	\$76,825
City of Ottawa Floodplain Mapping - Agreement 1	\$23,619
City of Ottawa Floodplain Mapping - Agreement 2	\$100,275
City of Ottawa Water Environment Strategy Projects (WES)	\$52,420
City of Ottawa Subwatershed Studies	\$10,000

Sub-Total	\$1,224,596
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USER FEES

Septic Permits	\$312,000
Risk Management Plan	\$43,565
Tree Planting Program	\$55,000
Developer Funds	\$15,000
Parks Revenue	\$19,470
Development Permits	\$300,000
Sale of Wood	\$80,000
Casselman Water Power Station	\$5,000

Sub-Total	\$830,035
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OTHER GRANTS

Ministry of Natural Resources and Forestry (WECI)	\$53,250
Ministry of Natural Resources and Forestry (Low Water Funding)	\$7,000
Great Lakes Guardian Community Fund	\$22,692
Various Employment Grants	\$75,000
Federal/Provincial Grant Programs	\$100,000

Sub-Total	\$257,942
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MISCELLANEOUS

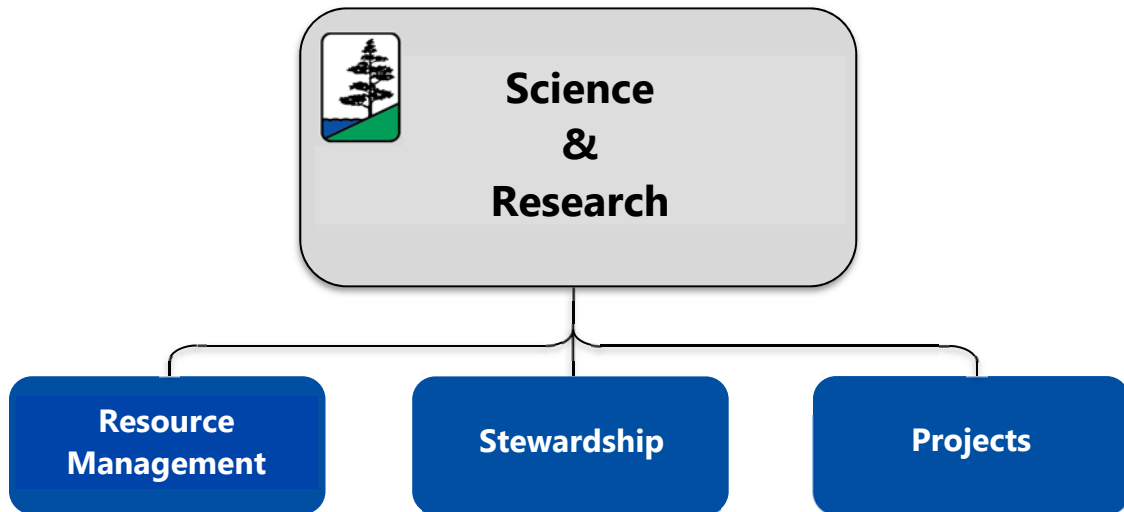
Donations	\$26,900
Interest	\$43,150
Hunting Fees and Land Leasing	\$4,000
Golf Tournament	\$16,000
Other (variety of smaller amounts less than \$5,000)	\$32,585

Sub-Total	\$122,635
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TOTAL REVENUES	\$2,435,208
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Science & Research

Department Overview

Staff: A team of well-trained experienced and respected resource professionals: foresters, biologists, engineers and environmental scientists. SNC is the only agency with “on-the-ground” field staff within SNC jurisdiction.

Partners: Science and Research partners with over 200 agencies and organizations. SNC is recognized across North America for its unique relationship with First Nation communities.

Funding: To support SNC programs, Science and Research is dependent on external sources of funding to support its programs and utilizes a portion of levy to leverage additional funds. Not recognized in the cash budget is the additional in-kind support of our partners.

Resource Management

- Provide a science-based approach to watershed and natural resource management.
- Plan for sustainable management of natural resources of the South Nation jurisdiction through the development and implementation of resource management plans.
- Provide scientific information to support policy development and decision-making.
- Provide environmental expertise to member Municipalities and partners that reduces “environmental red-tape”.
- Provide observations and forecasts of environmental conditions throughout the watershed, including environmental occurrences that place people at risk.

Stewardship

- Promote the natural environment by providing opportunities for public involvement in environmental programs.
- Administer grants and incentives to encourage active public participation to improve the environment.
- Work with Municipalities, citizen groups, fish and game clubs, and schools to undertake stewardship activities.
- Provide one-on-one resource management assistance to landowners.

Projects

- To facilitate relevant research that leads to improvement in the watershed environment and provide environmental consulting services to member Municipalities
- Projects typically characterized by fixed-term. Cost-recoverable or cost-share subject to Board of Directors approval.



Resource Management

County Forest

Purpose:

- To provide property administration and forest management planning for the United Counties of Stormont, Dundas and Glengarry Forest in partnership with Raisin Region Conservation Authority.
- To implement operations under the Stormont Dundas and Glengarry Forest Management Plan in compliance with Forest Stewardship Certification (FSC) standards.

Expenses:

- Salaries and Benefits: 0.2 FTE, decrease \$10,000: \$20,000
- Professional Services: (Forest Stewardship Council fees): \$2,500
- Contracted Services: (tree marking, harvesting, removal of invasive species, Raisin Region Conservation Authority for shared services) decrease \$4,275: \$10,025
- Supplies and Materials: (fencing material, tree marking paint): increase \$1,700: \$2,500

Revenue:

- Municipal: (United Counties of Stormont, Dundas and Glengarry, additional county funding) decrease \$12,575: \$35,025
- This project is 100% cost recovery

2018 Deliverables:

- Stormont Dundas and Glengarry Forest
 - 110 acres harvest
 - 54 acres tree marking
 - 2 Harvesting Plans
 - Asset Inventory



Resource Management

County Forest

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	28,980	30,000	20,000	(10,000)	Anticipated payroll, staff charge, and recovery in 2018
Professional Services	2,500	2,500	2,500	-	
Contracted Services	14,300	14,300	10,025	(4,275)	Changes in treemarking in 2018
Supplies and Materials	800	800	2,500	1,700	
Total Operating Expenses	46,580	47,600	35,025	(12,575)	
Revenue:					
Municipal	46,580	47,600	35,025	(12,575)	Adjusted revenue in 2018
Total Revenue	46,580	47,600	35,025	(12,575)	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Resource Management

Water

Purpose:

- Monitor water quantity and weather trends.
- Provide flood and drought forecasting to SNC member Municipalities.
- Provide input to Municipal Emergency Management teams.
- Develop strategies to mitigate flooding and drought effects.
- Provide engineering advice to member Municipalities in the review of development applications.

2018 Changes:

- Enhance the flood and drought forecasting utilizing the new hydrological model.
- Maintain monitoring network.
- Provide emergency training to members municipalities

Expenses:

- Salaries and Benefits: 0.5 FTE, increase \$12,092: \$49,952
- Board and Committee: (Water Response Team) increase: \$1,900: \$1,900
- Travel and Training: decrease: \$1,803: \$12,600
- Equipment and Maintenance: (annual software license, gauges maintenance and purchase, other expense) increase \$3,300: \$8,500
- Professional Services: (website improvement) increase \$1,500: \$2,000
- Phone and Internet: (gauges connections): \$1,600
- Contracted Services: (FF&W improvements; snow analysis) increase \$10,000: \$10,000
- Supplies and Materials: (emergency field kits, \$2,000; gauge mounting hardware 3 pressure transducers, other supplies cost) increase \$1,000: \$9,000
- Grants: decrease \$3,000: (\$3,000)

Revenue:

- Provincial: (Ministry of Natural Resources and Forestry \$23,409) decrease \$11,557: \$23,409

2018 Deliverables:

- Daily monitoring of water levels: 365 days.
- Interactive water level conditions and flow charts in the SNC website.
- Interactive geoportal mapping service for residents use during emergency services.
- Continue improving the water Integration system by adding other data, e.g. soil moisture; Ottawa and St. Lawrence River water levels and flows, volunteer rain gauge data.
- Continue working with member municipalities and partners to address residents' concerns regarding water levels.
- Continue updating municipal staff and council on current and future watershed conditions.
- Provide technical advice: drainage, erosion, unstable slopes, wastewater discharge, and floodplain mapping.
- Complete grants applications



Resource Management

Water

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	52,355	37,860	49,952	12,092	Anticipated payroll, staff charge, and recovery in 2018
Board and Committee	1,900	-	1,900	1,900	Member attendance at meetings
Travel, Training	12,000	14,403	12,600	(1,803)	Staff attendance at training
Equipment, Repairs and Maintenance	8,000	5,200	8,500	3,300	Cost-recovered in 2017
Professional Services	2,000	500	2,000	1,500	
Phone and Internet	1,600	1,600	1,600	-	
Contracted Services	10,000	-	10,000	10,000	Anticipated costs of new program in 2018
Supplies and Materials	9,000	8,000	9,000	1,000	
Grants	-	-	(3,000)	(3,000)	Recovery from projects
Total Operating Expenses	96,855	67,563	92,552	24,989	
Revenue:					
Provincial	23,409	34,966	23,409	(11,557)	No provincial funding received in 2017
Partners	3,000	-	-	-	
Total Revenue	26,409	34,966	23,409	(11,557)	
Net Operating Cost	70,446	32,597	69,143	36,546	
Capital					
Capital Expense	-	-	-	-	
Overall Net	70,446	32,597	69,143	36,546	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	70,446	32,597	69,143	36,546	
Total Depreciation	-	900	450	(450)	



Resource Management

Monitoring & Restoration

Purpose:

- Collect scientific data and report on water quality, stream health, and fish populations.
- Establish strategic habitat priorities based on environmental, cultural and economic data.
- Provide expert advice to member Municipalities in the review of development applications.
- Work with volunteers in the City of Ottawa to assess local stream health through the City Stream Watch Program.
- Work with external funding organizations to implement priority stream restoration projects.

Expenses:

- Salaries and Benefits: 4.5 FTE, increase \$17,445: \$408,717
- Travel and Training: decrease \$2,500: \$16,000
- Equipment and Maintenance: (safety equipment: waders, polarized sunglasses, lifejackets, maintenance and calibration of sampling equipment) decrease \$2,238: \$3,000
- Contracted Services: (benthic sample ID and analysis) increase \$3,556: \$9,000
- Vehicles: decrease \$1,000: \$0
- Supplies and Materials: (restoration supplies: cocoa mats, trees, shrubs, cedar logs, aggregates, calibration solutions and specimen preservatives, field supplies: tape measures, waterproof paper, buckets, dip nets) increase \$6,800: \$9,000
- Program Support: (postage and courier) decrease \$137: \$400
- Capital Expense: (backpack electrofishing unit) increase \$8,000: \$8,000

Revenue:

- Provincial: \$3,000
- Federal: decrease \$8,846: \$0
- Partner: (deferred revenue) increase \$14,724: \$20,500
- Other: decrease \$19,929: \$0

2018 Deliverables:

- Monitoring and Reporting
 - 15 200m-stream assessments
 - 30 headwater stream assessments
 - 5 past restoration projects monitored for effectiveness
 - 8 samples from 13 surface water quality stations
 - 15 benthic biomonitoring sites sampled
 - 17 groundwater monitoring wells (water levels and 1 water quality sample)
 - 1 subwatershed report card for the Upper South Nation subwatershed
 - 1 restoration project
- City Stream Watch: City of Ottawa
 - Train 10 volunteers
 - Assess 5 km of stream
 - Identify 3 habitat restoration projects



Resource Management

Monitoring & Restoration

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	211,983	391,272	408,717	17,445	Anticipated payroll, staff charge, and recovery in 2018
Travel, Training	18,000	18,500	16,000	(2,500)	Staff attendance at training
Equipment, Repairs and Maintenance	6,500	5,238	3,000	(2,238)	
Contracted Services	9,500	5,444	9,000	3,556	Additional sample analysis
Vehicles	-	1,000	-	(1,000)	
Supplies and Materials	11,506	2,200	9,000	6,800	Restoration projects carried forward in 2018
Program Support	500	537	400	(137)	
Total Operating Expenses	257,989	424,191	446,117	21,926	
Revenue:					
Provincial	-	3,000	3,000	-	
Federal	-	8,846	-	(8,846)	Fee for service work in 2017
Partners	11,506	5,776	20,500	14,724	Revenue carried forward
Other	-	19,929	-	(19,929)	Fee for service work in 2017
Total Revenue	11,506	37,551	23,500	(14,051)	
Net Operating Cost	246,483	386,640	422,617	35,977	
Capital					
Capital Expense	-	-	8,000	8,000	Electrofishing unit purchase
Overall Net	246,483	386,640	430,617	43,977	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	246,483	386,640	430,617	43,977	
Total Depreciation	-	9,116	16,129	7,013	



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Stewardship

Purpose:

- To provide an incentive-based tree planting program for residents and Municipalities in SNC's jurisdiction.
- To provide a private land woodlot advisory services and incentive for woodlot management planning.
- To provide incentives to adopt technology and activities that improves water quality and the environment. SNC provides management and delivery services to partners for three external stewardship programs.

Expenses:

- Salaries and Benefits: 1.1 FTE, increase \$15,800: \$97,500
- Board and Committees: (Per diem, mileage and meeting expenses for the Ottawa Rural Clean Water (ORCWP) Committee and Eastern Ontario Water Resources Program(EOWRP)) decrease \$2,068: \$1,500
- Advertising and Promotion: (ads, flyers and brochures and gifts) increase \$9,308: \$19,100
- Contracted Services: (tree planting, site preparation, tending, cold storage and partner CA delivery of the Ottawa Rural Clean Water Program) increase \$5,719: \$103,400
- Vehicles: (project mileage) increase \$500: \$1,000

- Supplies and Materials: (purchase of seedlings) increase \$20,980: \$85,500
- Program Support: \$300
- Grants: (Clean Water, EOWRP, ORCWP, and forest management plans) increase \$29,055: \$381,744

Revenue:

- Fees: (Forests Ontario and landowner tree sales) increase \$54,661: \$200,000
- Municipal: (Ottawa Rural Clean Water Program: City of Ottawa, \$200,000; Eastern Ontario Water Resources Program: City of Ottawa, \$70,000, United Counties of Stormont, Dundas and Glengarry, \$33,244 and United Counties of Prescott and Russell, \$37,500; and Woodlot Advisory Program: United Counties of Prescott and Russell, \$10,000 and United Counties of Stormont, Dundas and Glengarry, \$20,000) increase \$18,037: \$370,744
- Other: (donations) decrease \$2,019: \$0



Stewardship

2018 Deliverables:

- Tree planting
 - Purchase 120,000 seedlings
 - Conduct 40 site visits
 - Conduct 75 seedling survival assessments
 - Supervise 2 tree planting and 1 tending contracts
- Woodlot Advisory Service
 - Conduct 15 site visits
 - Produce 15 woodlot management reports
 - Provide 32 \$500-grants to eligible woodlot owners
- SNC Clean Water Program
 - 4 meetings
 - 20 grants
- Ottawa Rural Clean Water Program (ORCWP)
 - Administrative support
 - Liaise with City of Ottawa and Conservation Authority Partners
 - 1 interim report and 1 final report
 - 1 meeting of Program steering committee
 - 60 grants between the three Conservation Authority Partners
- Eastern Ontario Water Resources Program (EOWRP)
 - EOWRP administrative support and delivery through SNC Clean Water Committee
 - Liaise with EOWRP funding partners



Stewardship

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	106,750	81,700	97,500	15,800	Anticipated payroll, staff charge, and recovery in 2018
Board and Committee	6,100	3,568	1,500	(2,068)	
Advertising and Promotion	23,775	9,792	19,100	9,308	New 2018 program in Stormont Dundas and Glengarry
Contracted Services	107,625	97,681	103,400	5,719	Adjusted Costs in 2018
Vehicles	1,500	500	1,000	500	
Supplies and Materials	85,000	64,520	85,500	20,980	Adjusted Costs in 2018
Program Support	500	300	300	-	
Grants	305,500	352,689	381,744	29,055	Anticipated grant in 2018
Total Operating Expenses	636,750	610,750	690,044	79,294	
Revenue:					
Fees	195,000	145,339	200,000	54,661	Adjusted tree planting sales in 2018
Municipal	330,000	352,707	370,744	18,037	New 2018 program in Stormont Dundas and Glengarry
Other	-	2,019	-	(2,019)	
Total Revenue	525,000	500,065	570,744	70,679	
Net Operating Cost	111,750	110,685	119,300	8,615	
Capital					
Capital Expense	-	-	-	-	
Overall Net	111,750	110,685	119,300	8,615	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	111,750	110,685	119,300	8,615	
Total Depreciation	-	-	-	-	



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Projects

Purpose:

- To facilitate research that leads to improvements in the watershed environment and provide environmental consulting service to member Municipalities.
- Projects are typically characterized by fixed-term, cost-recoverable or cost-share subject to Board of Directors approval.

Subprograms:

- Stormont Dundas and Glengarry Roadside Tree
- Butternut Compensation
- Watershed Evaluation of Best Management Practices (WEBS)
- Species at Risk Benefits Exchange (SARBEX)
- Port of Johnstown
- City of Ottawa Water Environment Strategy (WES)
- Ontario Power Generation (OPG)
- AgriRisk
- City of Ottawa Wetland Enhancement
- Findlay Creek Wetland Restoration
- Federal and Provincial Grant Programs



Projects

Stormont Dundas and Glengarry Roadside Tree

Purpose:

- To enhance roadside tree cover within the United Counties of Stormont, Dundas and Glengarry.

Expenses:

- Salaries and Benefits: 0.1 FTE, increase \$299: \$3,000
- Contracted Services: (tree planting contractor) decrease \$439: \$5,300
- Supplies and Materials: (trees) increase \$1,307: \$6,700

Revenue:

- Municipal: (United Counties of Stormont Dundas and Glengarry) increase \$1,167: \$15,000
- This project is 100% cost recovery

2018 Deliverables:

- Implement a five-year plan for tree planting location
- Plant 10 sites on County Roads in the United Counties of Stormont Dundas and Glengarry
- Plant 100 trees



Projects

Stormont Dundas and Glengarry Roadside Tree

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	3,000	2,701	3,000	299	
Contracted Services	3,000	5,739	5,300	(439)	
Supplies and Materials	4,000	5,393	6,700	1,307	
Total Operating Expenses	10,000	13,833	15,000	1,167	
Revenue:					
Municipal	10,000	13,833	15,000	1,167	
Total Revenue	10,000	13,833	15,000	1,167	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Butternut Compensation

Purpose:

- To provide professional and technical services for clients to meet compliance requirements of the Endangered Species Act.
- SNC currently has five-year agreements with the Municipality of South Dundas and Township of Edwardsburgh Cardinal.

Expenses:

- Salaries and Benefits: 0.1 FTE, decrease \$100: \$1,500
- Supplies and Materials: (trees, water bags, weed control mats, etc.) decrease: \$1,116: \$0

Revenue:

- Municipal: (South Dundas and Edwardsburgh Cardinal) decrease \$1,216: \$1,500
- This project is 100% cost recovery

2018 Deliverables:

- Municipality of South Dundas Agreement
 - Replace dead trees
 - Maintenance as required
 - Provide year four (South Dundas) and year two (Edwardsburgh Cardinal) of five-year survival monitoring reports



Projects

Butternut Compensation

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	3,000	1,600	1,500	(100)	
Supplies and Materials	2,500	1,116	-	(1,116)	
Total Operating Expenses	5,500	2,716	1,500	(1,216)	
Revenue:					
Municipal	5,500	2,716	1,500	(1,216)	
Total Revenue	5,500	2,716	1,500	(1,216)	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Watershed Evaluation of Best Management Practices (WEBs)

Purpose:

- To provide support to Agriculture and Agri-Food Canada (AAFC) to continue research on beneficial management practices (BMPs) started under the Watershed Evaluation of Beneficial Management Practices (WEBs) project.
- SNC is involved in this leading-edge research by:
 - Providing a technician to support data collection and analysis
 - Providing tech transfer to local farmers; and
 - Promoting “peer to peer” interactions for best management practices (BMP) adoption.
- SNC has entered into an agreement with Public Works and Government Services Canada (on behalf of AAFC) to undertake this work. Contract term is October 2016 to March 2019.

Expenses:

- Salaries and Benefits: 1 FTE, increase \$2,240: \$90,407

Revenue:

- Federal: (Public Works and Government Services Canada) increase \$2,240: \$90,407
- This project is 100% cost recovery

2018 Deliverables:

- Staff (1)
- Contract Administration (quarterly)



Projects

Watershed Evaluation of Best Management Practices (WEBs)

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	91,289	88,167	90,407	2,240	
Total Operating Expenses	91,289	88,167	90,407	2,240	
Revenue:					
Federal	91,289	88,167	90,407	2,240	
Total Revenue	91,289	88,167	90,407	2,240	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Species at Risk Benefits Exchange – (SARBEX)

Purpose:

- To provide target-species, compensatory habitat. This project is a pilot of the Species at Risk Benefits Exchange (SARBEX).
- Target Species: Bobolink and Eastern Meadowlark
- Client: Lindsay Solar LP (20-year agreement)

2018 Deliverables:

- Monitor 86 acres of habitat for nesting Bobolink and Eastern Meadowlark
- Maintain habitat as grassland by mowing in late fall if necessary
- Report to Lindsay Solar on results of monitoring

Expenses:

- Salaries and Benefits: 0.1 FTE, decrease \$735: \$2,085
- Contracted Services: (habitat maintenance activities including mowing) decrease \$25,817: \$9,300
- Vehicles: (project mileage recovery for use of SNC vehicles) decrease \$180: \$220
- Leases and Rentals: (rental cost of land) increase \$110: \$1,860

Revenue:

- Partners: decrease \$26,662: \$13,465
- This project is 100% cost recovery



Projects

Species at Risk Benefits Exchange- (SARBEX)

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	2,820	2,820	2,085	(735)	
Contracted Services	8,750	35,117	9,300	(25,817)	Restoration work completed in 2017
Vehicles	400	400	220	(180)	
Lease/Rental	1,750	1,750	1,860	110	
Total Operating Expenses	13,720	40,087	13,465	(26,622)	
Revenue:					
Partners	13,720	40,087	13,465	(26,622)	Restoration work completed in 2017
Total Revenue	13,720	40,087	13,465	(26,622)	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Port of Johnstown

Purpose:

- To provide environmental compliance monitoring for the two Port of Johnstown compensation projects. Total compensation area 4 acres.
- This project was completed in 2017

Expenses:

- No expenses budgeted in 2018

Revenue:

- No revenue budgeted in 2018



Projects

Port of Johnstown

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	7,000	9,500	-	(9,500)	Program ended in 2017
Equipment, Repairs and Maintenance	6,000	-	-	-	
Professional Services	2,400	2,614	-	(2,614)	Program ended in 2017
Total Operating Expenses	15,400	12,114	-	(12,114)	
Revenue:					
Other	15,400	12,114	-	(12,114)	Program ended in 2017
Total Revenue	15,400	12,114	-	(12,114)	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	

**Projects****City of Ottawa Water Environment Strategy (WES)****Purpose:**

- To implement stream restoration projects identified in the City of Ottawa under the City's Water Environment Strategy (WES).

2018 Deliverables:

- Completion of stream restoration projects and effectiveness monitoring along Shield's Creek and the South Castor River.

Expenses:

- Salaries and Benefits: 0.4 FTE, decrease \$13,660: \$32,755
- Contracted Services: (in- stream boulder and root wad placement) decrease \$87,336: \$22,000
- Vehicles: decrease \$7,500: \$0
- Supplies and Materials: (trees, shrubs, erosion control mats for restoration projects) decrease \$39,541: \$8,100

Revenue:

- Municipal: (City of Ottawa: WES) decrease \$148,037: \$62,855



Projects

City of Ottawa Water Environment Strategy (WES)

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	53,333	46,415	32,755	(13,660)	Final phase of the project
Contracted Services	107,500	109,336	22,000	(87,336)	Final phase of the project
Vehicles	2,000	7,500	-	(7,500)	Final phase of the project
Supplies and Materials	10,000	47,641	8,100	(39,541)	Final phase of the project
Total Operating Expenses	172,833	210,892	62,855	(148,037)	
Revenue:					
Municipal	172,833	210,892	62,855	(148,037)	Final phase of the project
Total Revenue	172,833	210,892	62,855	(148,037)	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Ontario Power Generation (OPG)

Purpose:

- A new 3-year project was initiated in 2017. The project aims to restore natural channels and create vernal pools in the Larose Forest in partnership with United Counties of Prescott Russell. This project is 100% funded by OPG.
- Total three-year project value: \$170,000

2018 Deliverables:

- Site preparation of salvage cut area.
- Design and excavation of vernal pools.
- Design of planting scheme.

Expenses:

- Salaries and Benefits: 0.4 FTE: \$32,000
- Contracted Services: (excavation of vernal pools, site preparation) increase \$16,700: \$32,200
- Supplies and Materials: (trees, shrubs, erosion control mats) increase \$23,300: \$30,800
- Grants: increase \$15,000: \$0

Revenue:

- Fees: increase \$15,000: \$15,000
- Partners: increase \$40,000: \$80,000
- Project is 100% cost recovery



Projects

Ontario Power Generation (OPG)

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	-	32,000	32,000	-	
Contracted Services	-	15,500	32,200	16,700	Anticipated restoration work in 2018
Supplies and Materials	-	7,500	30,800	23,300	Plant material needed in 2018
Grants	-	(15,000)	-	15,000	Developer funds in 2018
Total Operating Expenses	-	40,000	95,000	55,000	
Revenue:					
Fees	-	-	15,000	15,000	Developer funds in 2018
Partners	-	40,000	80,000	40,000	Funding received from Ontario Power Generation
Total Revenue	-	40,000	95,000	55,000	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

AgriRisk

Purpose:

- To develop tools to assess risk of changing climate on agricultural and rural infrastructure. The project will be implemented in two stages. The objective of the first phase will be to build a water risk hydrological model to identify agricultural and rural infrastructure practices that optimally reduce water-related risks. In phase two, a comprehensive real-time hydrological tool for the SNC watershed will be developed.
- This is a partnership project with Aquanty and IBM. Project funded by Agriculture and Agri-Food Canada's AgriRisk program, contract ends March 31, 2018.

Expenses:

- Salaries and Benefits: 0.2 FTE, decrease \$82,141: \$17,705
- Travel and Training: decrease \$1,800: \$0
- Equipment and Maintenance: decrease \$286: \$0
- Contracted Services: (Aquanty for model development and IBM for real-time web-based portal tool) decrease \$495,696: \$111,708
- Supplies and Materials: decrease \$272: \$728
- Capital Expense: (monitoring equipment) decrease \$157,177: \$0

Revenue:

- Federal: (Agriculture and Agri-Food Canada) decrease \$737,372: \$130,141

2018 Deliverables:

- Test and launch a real-time hydrological model and web-based dashboard platform tool for the South Nation River Watershed.



Projects

AgriRisk

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	63,500	99,846	17,705	(82,141)	Anticipated payroll, staff charge, and recovery in 2018
Travel, Training	-	1,800	-	(1,800)	
Equipment, Repairs and Maintenance	161,000	286	-	(286)	
Contracted Services	575,500	607,404	111,708	(495,696)	Program ending March 2018
Supplies and Materials	-	1,000	728	(272)	
Total Operating Expenses	800,000	710,336	130,141	(580,195)	
Revenue:					
Federal	800,000	867,513	130,141	(737,372)	Program ending March 2018
Total Revenue	800,000	867,513	130,141	(737,372)	
Net Operating Cost	-	(157,177)	-	157,177	
Capital					
Capital Expense	-	157,177	-	(157,177)	Program ending March 2018
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

City of Ottawa Wetland Enhancement

Purpose:

- To construct a boardwalk at the City of Ottawa Wetland Enhancement Site in partnership with the City of Ottawa.
- The project did not proceed.

Expenses:

- No expenses budgeted in 2018

Revenue:

- No revenue budgeted in 2018

**Projects****City of Ottawa Wetland Enhancement**

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Contracted Services	200,000	-	-	-	Project did not proceed
Total Operating Expenses	200,000	-	-	-	
Revenue:					
Municipal	200,000	-	-	-	Project did not proceed
Total Revenue	200,000	-	-	-	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Findlay Creek Wetland Restoration

Purpose:

- To restore wetland habitat through the removal of invasive species.

Expenses:

- Salaries and Benefits: 0.1 FTE, decrease \$12,925: \$1,500
- Equipment and Maintenance: decrease \$1,411: \$0
- Vehicles: decrease \$701: \$0
- Supplies and Materials: decrease \$3,472: \$3,000

Revenue:

- Fees: decrease \$6,959: \$0
- Other: (Patagonia) decrease \$16,050: \$0

2018 Deliverables:

- Monitoring wetland habitat and 2017 control project.
- Removal of invasive species identified in 2017.



Projects

Findlay Creek Wetland Restoration

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	-	14,425	1,500	(12,925)	Anticipated payroll, staff charge, and recovery in 2018
Equipment, Repairs and Maintenance	-	1,411	-	(1,411)	
Vehicles	-	701	-	(701)	
Supplies and Materials	-	6,472	3,000	(3,472)	External grant in 2017
Total Operating Expenses	-	23,009	4,500	(18,509)	
Revenue:					
Fees	-	6,959	-	(6,959)	Developer funds in 2017
Other	-	16,050	-	(16,050)	External grant in 2017
Total Revenue	-	23,009	-	(23,009)	
Net Operating Cost	-	-	4,500	4,500	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	4,500	4,500	
Transfer To/(From) Reserve	-	-	(4,500)	(4,500)	Findlay Creek revenue
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Federal/Provincial Grant Programs

Purpose:

- To explore a variety of federal, provincial and municipal grant programs for projects

- Potential grant sources may include:
 - Ontario Trillium Foundation
 - National Disaster Mitigation Program
 - Land Stewardship & Habitat Restoration Program
 - Species at Risk Stewardship Fund
 - Great Lakes Guardian Community Fund
 - Federation of Canadian Municipalities
 - City of Ottawa Water Environment Strategy
 - AgriRisk
 - Other

Expenses:

- Salaries and Benefits: FTE 0.5, increase \$50,000: \$50,000
- Contracted Services: increase \$50,000: \$50,000

Revenue:

- Other: increase \$100,000: \$100,000
- Projects will be 100% cost recovery



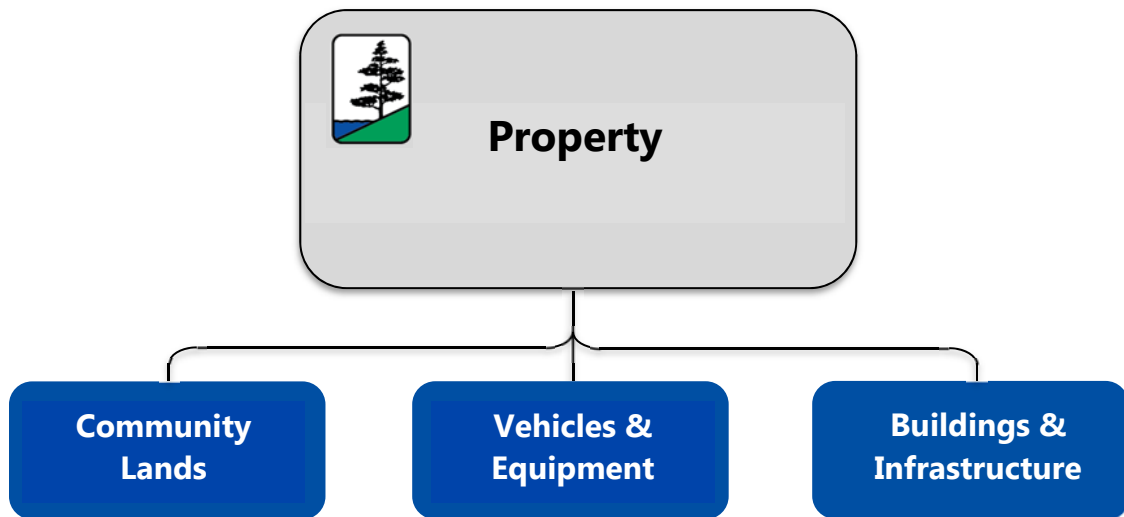
Projects

Federal and Provincial Grant Programs

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	-	-	50,000	50,000	Anticipated payroll, staff charge, and recovery in 2018
Contracted Services	-	-	50,000	50,000	Programs beginning in 2018
Total Operating Expenses	-	-	100,000	100,000	
Revenue:					
Other	-	-	100,000	100,000	Programs beginning in 2018
Total Revenue	-	-	100,000	100,000	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



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Property

Department Overview

Purpose:

- Provide access to natural areas including conservation areas, lands, South Nation River and its' tributaries, and trails for public enjoyment and conservation contribute to the local economy with activities on our land including: timber harvest, honey, maple syrup, agriculture production, hosting of national and local events.
- Promote the natural environment with the properties we own and operate.
- Promote accessibility on the properties we operate.
- Support our member Municipalities and residents through the use of our meeting and board rooms.
- Provide buildings and equipment required to operate the authority.
- Maintain water control infrastructure to protect people and property.
- Provide support for Authority projects in other departments

**Community Lands****Conservation Areas****Purpose:**

- To develop and maintain Conservation Areas as natural spaces for the public to promote appreciation of nature, South Nation, Ottawa and St. Lawrence Rivers, and conservation, while contributing to the local economy.

Expenses:

- Salaries and Benefits: 0.9 FTE, increase \$23,968: \$78,534
- Equipment and Maintenance: \$3,500
- Contracted Services: (grass cutting, privies, contracted equipment services, accessibility and trail improvements and hazard tree removal) increase \$500: \$31,600
- Supplies and Materials: (signage, waste bins, tree replacement, dock and ramp improvements, seating, gravel, and materials) increase \$2,983: \$21,900
- Capital Expense: (accessible dock) decrease \$2,514: \$8,000

Revenue:

- Municipal: decrease \$6,340: \$19,470
- Other: (grant for accessible dock) increase \$3,000: \$4,500

2018 Deliverables:

- 14 Parks with 35 kilometers of trails
- 11 docks
- Continue with conservation area improvements/maintenance identified in 2017 conservation area asset inventory.

- Monitor park use to guide future improvements
- Welcome over 100,000 visitors to the conservation areas from May through October
- Replace foot-bridge at J.H. Tweed

Subprograms:

1. Camp Sheldrick (North Dundas) \$500
2. Cass Bridge Conservation Area (North Dundas) \$4,650
3. High Falls Conservation Area (Casselman) \$10,100
4. Jessup's Falls Conservation Area (Alfred-Plantagenet) \$12,750
5. J. Henry Tweed Conservation Area (Russell) \$11,400
6. Lemieux Historic Site (Nation) \$1,500
7. McIntosh Park Conservation Area (North Stormont) \$4,200
8. Oak Valley Conservation Area (North Dundas) \$4,000
9. Partner Docks (Spencerville, Chesterville (2), Crysler, Embrun) \$4,500
10. Partner Parks (Nokomis Park) \$3,500
11. Partner Trail (Ottawa) \$2,500
12. Partner Trail (Russell) \$1,500
13. Reveler Conservation Area (North Stormont) \$3,000
14. Robert Graham Conservation Area (South Dundas) \$2,500
15. St. Albert Conservation Area (Nation) \$2,500
16. Two Creeks Conservation Area (South Dundas) \$5,300
17. Warwick Forest Conservation Area (North Stormont) \$5,000
18. W.E. Burton Conservation Area (Russell) \$10,100



Community Lands

Conservation Areas

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	111,940	54,566	78,534	23,968	Anticipated payroll, staff charge, and recovery in 2018
Equipment, Repairs and Maintenance	4,500	3,500	3,500	-	
Contracted Services	36,600	31,100	31,600	500	
Supplies and Materials	23,700	18,917	21,900	2,983	Park asset repairs
Total Operating Expenses	176,740	108,083	135,534	27,451	
Revenue:					
Municipal	18,835	25,810	19,470	(6,340)	Based on 2017 actuals
Other	12,000	1,500	4,500	3,000	Anticipated grant applications
Total Revenue	30,835	27,310	23,970	(3,340)	
Net Operating Cost	145,905	80,773	111,564	30,791	
Capital					
Capital Expense	7,000	10,514	8,000	(2,514)	Bridge replacement JH tweed
Overall Net	152,905	91,287	119,564	28,277	
Transfer To/(From) Reserve	1,700	1,700	1,700	-	
Net Requirement	154,605	92,987	121,264	28,277	
Total Depreciation	-	11,836	12,361	525	



Community Lands

Lands

Purpose:

- To manage property for current and future residents. SNC owns approximately 13,000 acres including: forests; wetlands; grasslands, and hazard properties. These properties provide environmental, social and economic benefits.

Expenses:

- Salaries and Benefits: 1.5 FTE, increase \$25,304: \$137,501
- Travel and Training: increase \$3,000: \$9,500
- Equipment and Maintenance: (fencing equipment and repairs) increase \$500: \$2,000
- Contracted Services: (property surveys, invasive species control, hazard tree removal) decrease \$225: \$8,000
- Supplies and Materials: (signs, trees, gravel, culvert) increase \$1,874: \$11,500
- Property Taxes, Drainage Assessment: increase \$2,425: \$66,700
- Capital Expense: (forested land acquisition) increase \$9,255: \$287,513

Revenue:

- Fees: decrease \$3,000: \$3,500
- Municipal: increase \$9,255: \$287,513
- Other: decrease \$8,195: \$2,000

2018 Deliverables:

- Promote the land donation through Land Trust Program
- Celebrate, through official opening events, three land donations and acquisitions
- Work with Communications to continue to actively sign our conservation lands
- Update lease and partner agreements
- Undertake invasive species and noxious control
- Address property vandalism (garbage dumping)
- 10 pounds of honey, \$0.60 per maple tap, increase in agricultural and recreational lease income
- Complete asset inventory on other SNC lands



Community Lands

Lands

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	102,879	112,197	137,501	25,304	Anticipated payroll, staff charge, and recovery in 2018
Travel, Training	12,500	6,500	9,500	3,000	Staff attendance at training
Equipment, Repairs and Maintenance	2,500	1,500	2,000	500	
Contracted Services	10,000	8,225	8,000	(225)	
Supplies and Materials	6,500	9,626	11,500	1,874	SNC property signage
Property taxes, Drainage Assessment	61,000	64,275	66,700	2,425	
Total Operating Expenses	195,379	202,323	235,201	32,878	
Revenue:					
Fees	4,000	6,500	3,500	(3,000)	Program not carrying forward
Municipal	278,258	278,258	287,513	9,255	Land acquisition levy adjustment
Other	21,000	10,195	2,000	(8,195)	Findlay Creek carry forward
Total Revenue	303,258	294,953	293,013	(1,940)	
Net Operating Cost	(107,879)	(92,630)	(57,812)	34,818	
Capital					
Capital Expense	278,258	278,258	287,513	9,255	Land acquisition levy adjustment
Overall Net	170,379	185,628	229,701	44,073	
Transfer To/(From) Reserve	3,500	(6,449)	(12,000)	(5,551)	
Net Requirement	173,879	179,179	217,701	38,522	
Total Depreciation	-	12,873	12,541	(332)	



Community Lands

SNC Forest

Purpose:

- To implement operations under the SNC Forest Management Plan in compliance with SNC Forest Policy and Forest Stewardship Certification (FSC) standards. FSC is a third-party audit to ensure SNC manages their forest according to established standards. These plans measure and assess the health of the SNC Forest, prescribe harvests that improve growth, improve forest health, regenerate forests, and identify recreational and economic opportunities for these community lands.
- To work with stakeholders in the SNC jurisdiction on forest conservation initiatives via a forest conservation working group.
- To engage volunteers through the SNC Forest Stewards program to help SNC monitor its land holdings.

Expenses:

- Salaries and Benefits: 1.2 FTE, increase \$9,806: \$113,000
- Board and Committee: (Working group) decrease \$7,090: \$6,000
- Travel and Training: increase \$85: \$4,500
- Equipment and Maintenance: (Forest Stewards: GPS, cameras, SNC apparel, and cruising equipment) increase \$529: \$3,500
- Advertising and Promotion: decrease \$585: \$0
- Professional Services: (FSC certification) increase \$88: \$4,500

- Contracted Services: (SNC Forests: tree marking, field support for forest management plan preparation) decrease \$6,702: \$10,000
- Supplies and Materials: (tree marking paint) increase \$6,000: \$10,000
- Grants: (implementation of recommendations on forest conservation): increase \$36,708: \$36,708

Revenue:

- Fees: (sale of wood) increase \$39,981: \$80,500
- Municipal: (Forest Conservation Special Levy deferred revenue from 2017) increase \$25,416: \$62,708
- Other: (deferred revenue from 2015 SNC Golf Tournament for Forest Stewards) increase \$529: \$3,000

2018 Deliverables:

- 80 acres harvest
- 75 acres tree marking
- 3 harvest plans
- Support SNC's 20 volunteer Forest Stewards
- Forest Conservation Initiative:
 - Host 4 Forest Conservation Working Group meetings to continue the work started in 2017 by the Agricultural Forest Cover Committee
 - To provide recommendations to the SNC Board of Directors on forest conservation initiatives to be implemented in 2018.



Community Lands

SNC Forest

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	157,253	103,194	113,000	9,806	Anticipated payroll, staff charge, and recovery in 2018
Board and Committee	75,000	13,090	6,000	(7,090)	Member attendance at meetings
Travel, Training	500	4,415	4,500	85	
Equipment, Repairs and Maintenance	4,000	2,971	3,500	529	
Advertising and Promotion	-	585	-	(585)	
Professional Services	3,000	4,412	4,500	88	
Contracted Services	10,000	16,702	10,000	(6,702)	Forest cover committee
Supplies and Materials	2,000	4,000	10,000	6,000	Forest cover committee
Grants	-	-	36,708	36,708	Forest cover committee
Total Operating Expenses	251,753	149,369	188,208	38,839	
Revenue:					
Fees	80,500	40,519	80,500	39,981	2017 harvest carried forward
Municipal	100,000	37,292	62,708	25,416	Committee continuing in 2018
Other	3,000	2,471	3,000	529	
Total Revenue	183,500	80,282	146,208	65,926	
Net Operating Cost	68,253	69,087	42,000	(27,087)	
Capital					
Capital Expense	-	-	-	-	
Overall Net	68,253	69,087	42,000	(27,087)	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	68,253	69,087	42,000	(27,087)	
Total Depreciation	-	-	-	-	



Vehicles & Equipment

Purpose:

- To provide safe, economical, environmentally friendly, and practical fleet needs to all departments.
- Vehicles and Equipment: maintain, service, and acquire replacement vehicle.
- Specialty equipment: maintain and service specialty equipment pieces such as, ATVs, weed trimmers, canoes, boats, and motors, etc.

Expenses:

- Salaries and Benefits: 0.1 FTE, increase \$114: \$5,149
- Insurance: increase \$500: \$7,000
- Vehicles: decrease \$1,500: \$56,700
- Supplies: decrease \$795: \$0
- Program Support: (recover of vehicle costs through projects) increase \$5,000: (\$10,000)
- Capital Expense: (new vehicle) increase \$36,901: \$60,000

Revenue:

- Other: decrease \$140: \$0

2018 Deliverables:

- Total vehicles in fleet: 12
- Replace one vehicle



Vehicles & Equipment

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	15,799	5,035	5,149	114	
Insurance	6,500	6,500	7,000	500	
Vehicles	51,500	58,200	56,700	(1,500)	
Supplies and Materials	-	795	-	(795)	
Program Support	(9,750)	(15,000)	(10,000)	5,000	Cost-recovered from various programs
Total Operating Expenses	64,049	55,530	58,849	3,319	
Revenue:					
Other	-	140	-	(140)	
Total Revenue	-	140	-	(140)	
Net Operating Cost	64,049	55,390	58,849	3,459	
Capital					
Capital Expense	25,000	23,099	60,000	36,901	Vehicle purchase
Overall Net	89,049	78,489	118,849	40,360	
Transfer To/(From) Reserve	-	-	(35,000)	(35,000)	Vehicle purchase
Net Requirement	89,049	78,489	83,849	5,360	
Total Depreciation	45,000	31,454	24,301	(7,153)	



Buildings & Infrastructure

Buildings

Purpose:

- To provide a productive environment for visitors, Board Members and staff of the Authority.
- Total Buildings Owned: 1
 - (Administrative building, Finch)
- Total Buildings Leased: 1
 - (Shop, Berwick)

Expenses:

- Salaries and Benefits: 0.8 FTE, decrease \$3,212: \$73,669
- Equipment and Maintenance: (office and shop repairs and maintenance, accessibility upgrades, equipment) increase \$15,000: \$17,000
- Contracted Services: (grass cutting, cleaning services, snow removal, painting): \$50,000
- Utilities: (electricity, propane, natural gas) increase \$4,000: \$41,700
- Supplies: (cleaning supplies, paint, grounds maintenance supplies, building maintenance supplies, paper products) decrease \$10,000: \$20,000
- Water and Sewer: \$700

Revenue:

- Partners: (office rental): \$1,200
- Other: (grant income for outdoor accessible meeting space) decrease \$4,000: \$0

2018 Deliverables:

- Comfortable, safe, and clean office
- Shop garage door replacement



Buildings & Infrastructure

Buildings

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	66,316	76,881	73,669	(3,212)	Anticipated payroll, staff charge, and recovery in 2018
Equipment, Repairs and Maintenance	17,000	2,000	17,000	15,000	Anticipated costs of servicing infrastructure
Contracted Services	45,000	50,000	50,000	-	
Utilities	37,700	37,700	41,700	4,000	Anticipated utility rates
Supplies and Materials	10,000	30,000	20,000	(10,000)	Additional expenses in 2017 for 70th anniversary
Property taxes, Drainage Assessment	700	700	700	-	
Total Operating Expenses	176,716	197,281	203,069	5,788	
Revenue:					
Partners	1,200	1,200	1,200	-	
Other	4,000	4,000	-	(4,000)	No projects budgeted in 2018
Total Revenue	5,200	5,200	1,200	(4,000)	
Net Operating Cost	171,516	192,081	201,869	9,788	
Capital					
Capital Expense	4,000	4,000	-	(4,000)	No projects budgeted in 2018
Overall Net	175,516	196,081	201,869	5,788	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	175,516	196,081	201,869	5,788	
Total Depreciation	77,500	60,605	55,639	(4,966)	



Buildings & Infrastructure

Erosion & Water Control

Purpose:

- We reduce and prevent flood damages and loss of life by operating water control structures throughout the SNC jurisdiction.
- Water control structures enhance water levels for recreational use of the South Nation River.

Expenses:

- Salaries and Benefits: 0.6 FTE, decrease \$28,820: \$55,486
- Travel and Training: (Confined Space and Fall Arrest refresher, Boat Operation Safety, Working at Heights Training Program Standard) decrease \$75: \$4,500
- Equipment and Maintenance: (safety and maintenance equipment, sign and fence repairs, general operating equipment repairs): \$4,500
- Advertising and Promotion: increase \$250: \$500
- Professional Services: (change in projects scope) decrease \$13,313: \$9,500
- Contracted Services: (WECI projects and dam maintenance services) increase \$73,712: \$87,500
- Utilities: (electricity, oil) increase \$500: \$8,000
- Vehicles: decrease \$82: \$2,250
- Supplies and Materials: (filters, hydraulic oil, sign materials, hardware, stop logs) decrease \$16,693: \$7,750

Revenue:

- Provincial: increase \$9,036: \$93,250
- Other: (Casselman Water Power Station): \$5,000

2018 Deliverables:

WECI Projects:

- Chesterville (concrete repairs): \$46,000
- Seguinbourg Berm (vegetation Control): \$10,000
- Crysler Dam (concrete repairs): \$2,500



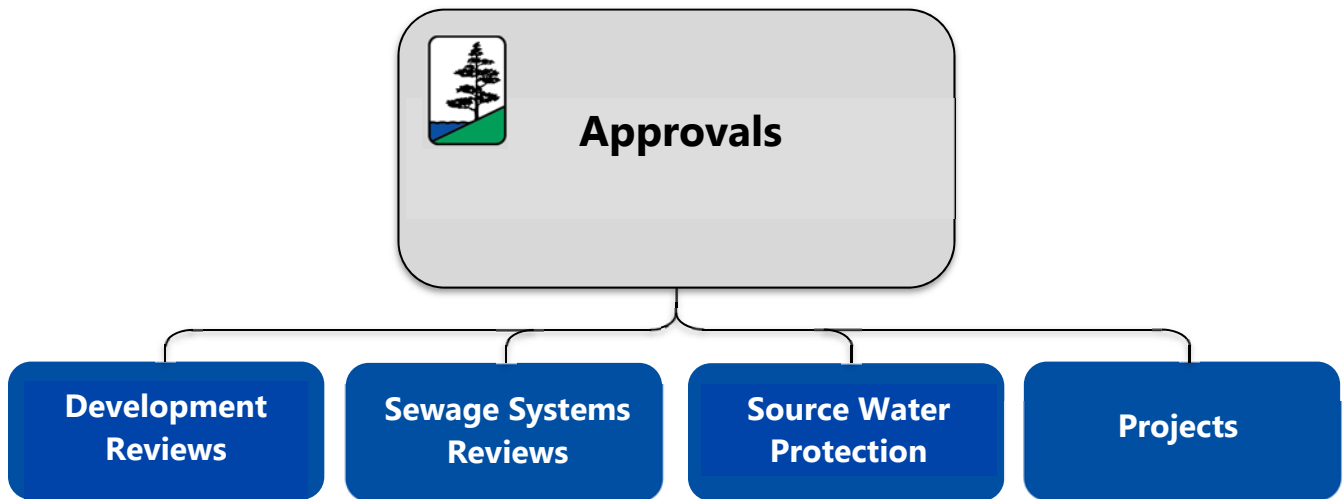
Buildings & Infrastructure

Erosion & Water Control

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	64,120	84,306	55,486	(28,820)	Anticipated payroll, staff charge, and recovery in 2018
Travel, Training	4,500	4,575	4,500	(75)	
Equipment, Repairs and Maintenance	4,500	4,500	4,500	-	
Advertising and Promotion	500	250	500	250	
Professional Services	2,000	22,813	9,500	(13,313)	Change in program scope
Contracted Services	90,500	13,788	87,500	73,712	Change in program scope
Utilities	8,000	7,500	8,000	500	
Vehicles	3,000	2,332	2,250	(82)	
Supplies and Materials	5,000	24,443	7,750	(16,693)	Change in program scope
Total Operating Expenses	182,120	164,507	179,986	15,479	
Revenue:					
Provincial	90,000	84,214	93,250	9,036	Change in program scope
Other	5,000	5,000	5,000	-	
Total Revenue	95,000	89,214	98,250	9,036	
Net Operating Cost	87,120	75,293	81,736	6,443	
Capital					
Capital Expense	-	-	-	-	
Overall Net	87,120	75,293	81,736	6,443	
Transfer To/(From) Reserve	5,000	5,000	5,000	-	
Net Requirement	92,120	80,293	86,736	6,443	
Total Depreciation	94,000	95,595	94,018	(1,577)	



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Approvals

Department Overview

Purpose:

- To protect people and property through smart development that respects environmental and legislative requirements. The Development Review Team implements the: *Conservation Authorities Act, Clean Water Act, Ontario Building Code, Provincial Policy Statement, Official Plans, and local bylaws.*
- We provide recommendations, design approval and inspection services for subdivisions, construction, infrastructure, and private utility works.
- We process a variety of applications including: rezoning; subdivisions; site plan control; development permits; variance permits; drafts conditions, and process permit applications.
- We assist Municipalities and applicants with our pre-consultation meetings and site visits.

Approvals:

- Protect people, Municipalities and businesses from loss of life and property damage, through timely approvals.
- Conserve, restore and manage natural resources of the South Nation jurisdiction.
- Minimize or eliminate impacts to the environment from development
- Protect naturally hazardous areas (floodplains, unstable slopes, karst)
- Encourage responsible management and protection of environmentally sensitive areas (shorelines, significant forests, wetlands)
- Promote planning consistent with Municipal official plan documents.
- Encourage coordinated approaches to land and water use.
- Provide information to Municipalities
- Ensure responsible and effective resource management, considering the Provincial Policy Statement, and local conditions.
- Assist Municipalities with Source Water Protection projects and plans

Subprograms:

- Development Reviews
- Sewage System Reviews
- Source Water Protection



Approvals

Development Review

2018 Deliverables:

Regulations:

- To ensure development respects hazard features of the environment, consistent with watershed development policies. Under Section 28 of the Conservation Authorities Act, we implement the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (Ontario Regulation 170/06).
 - Property Inquiries: 40
 - Permits: 150
 - Drainage Occurrences: 55

Planning Reviews:

- We advise Municipalities on the environmental sections of the Provincial Policy Statement. We have agreements to provide comments on natural heritage features, such as significant woodlands, local wetlands, environmentally sensitive areas, fish habitat, and rare, threatened and endangered species and their habitats. These agreements exist both within, and outside of our watershed jurisdiction.
 - Severance: 250
 - Subdivision: 5
 - Site Plan: 30

Project Reviews:

- Work with regional and local Municipalities to comment on water management and natural hazard approaches presented by developers and consultants on planning applications.
- Key areas of expertise: engineering, hydrology, hydrogeology, geotechnical review, planning input and review, regulations, data collection, computer modeling, project design, tendering and supervision.
 - Stormwater: 100
 - Hydrogeological: 20
 - Environmental Impact Assessments: 12
 - Geotechnical: 10
 - Other: 10

Expenses:

- Salaries and Benefits: 7.2 FTE, (Source Water funding ending) increase \$120,776: \$659,475
- Travel and Training: (professional development training for ten staff members) increase \$4,500: \$19,000
- Professional Services: increase \$2,000: \$5,000
- Phone and Internet: increase \$400: \$1,000
- Vehicles: (charge for vehicle): \$5,000
- Supplies and Materials: increase \$250: \$1,000
- Program Support: \$2,500

Revenue:

- Fees: \$300,000
- Provincial: \$120,000
- Other: decrease \$3,780: \$0



Approvals

Development Review

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	671,584	538,699	659,475	120,776	Anticipated payroll, staff charge, and recovery in 2018
Travel, Training	29,500	14,500	19,000	4,500	Staff attendance at training
Equipment, Repairs and Maintenance	5,000	-	-	-	
Advertising and Promotion	4,000	-	-	-	
Professional Services	10,500	3,000	5,000	2,000	
Phone and Internet	1,000	600	1,000	400	
Vehicles	5,000	5,000	5,000	-	
Supplies and Materials	2,000	750	1,000	250	
Program Support	4,600	2,500	2,500	-	
Total Operating Expenses	733,184	565,049	692,975	127,926	
Revenue:					
Fees	320,000	300,000	300,000	-	
Provincial	124,000	120,000	120,000	-	
Other	-	3,780	-	(3,780)	External grant in 2017
Total Revenue	444,000	423,780	420,000	(3,780)	
Net Operating Cost	289,184	141,269	272,975	131,706	
Capital					
Capital Expense	-	-	-	-	
Overall Net	289,184	141,269	272,975	131,706	
Transfer To/(From) Reserve	5,000	5,000	5,000	-	
Net Requirement	294,184	146,269	277,975	131,706	
Total Depreciation	-	547	547	-	



Approvals

Sewage Systems Review

Purpose:

- We currently have agreements with 13 Municipalities to deliver their sewage systems reviews, a delegated authority, under Part 8 of the Ontario Building Code (OBC).
- We issue permits for sewage systems construction considering public safety and health. We inspect: new construction, alteration, and maintenance, by enforcing Provincial building regulations and relevant Municipal by-laws.

Expenses:

- Salaries and Benefits: 2.9 FTE, (Source Water Implementation) increase \$16,877: \$263,370
- Travel and Training: increase \$3,103: \$3,250
- Equipment and Maintenance: \$1,000
- Advertising and Promotion: increase \$627: \$1,400
- Professional Services: \$5,000
- Phone and Internet: \$2,500
- Insurance: increase \$150: \$1,200
- Vehicles: decrease \$500: \$15,000
- Supplies and Materials: decrease \$3,500: \$3,500
- Program Support: \$4,000

Revenue:

- Fees: increase \$50,000: \$312,000
- Other: decrease \$2,330: \$3,000

2018 Deliverables:

- Increased support for the re-inspection component of the OBC through Source Water Protection Implementation.
- 325 septic permits
- 280 severance applications
- 80 Renovation Reviews
- 200 file searches
- Handle 18 complaints
- Maintain existing agreements with 13 Municipalities, evaluate additional business opportunities.



Approvals

Sewage Systems Review

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	257,598	246,493	263,370	16,877	Anticipated payroll, staff charge, and recovery in 2018
Travel, Training	3,250	147	3,250	3,103	Adjustment in staff attendance at training
Equipment, Repairs and Maintenance	1,000	1,000	1,000	-	
Advertising and Promotion	1,400	773	1,400	627	
Professional Services	6,000	5,000	5,000	-	
Phone and Internet	2,500	2,500	2,500	-	
Insurance	1,200	1,050	1,200	150	
Vehicles	12,500	15,500	15,000	(500)	
Supplies and Materials	5,000	7,000	3,500	(3,500)	Septic course delivery change
Program Support	2,000	4,000	4,000	-	
Total Operating Expenses	292,948	283,463	300,220	16,757	
Revenue:					
Fees	292,000	262,000	312,000	50,000	Adjustment in septic fees
Other	-	5,330	3,000	(2,330)	
Total Revenue	292,000	267,330	315,000	47,670	
Net Operating Cost	948	16,133	(14,780)	(30,913)	
Capital					
Capital Expense	-	-	-	-	
Overall Net	948	16,133	(14,780)	(30,913)	
Transfer To/(From) Reserve	-	(16,133)	14,780	30,913	
Net Requirement	948	-	-	-	
Total Depreciation	-	-	-	-	



Approvals

Source Water Protection

Purpose:

- The Clean Water Act, 2006, protects sources of Municipal drinking water. Our current work helps Municipalities in our Source Protection Region address drinking water issues and implement Source Protection Plans.
- South Nation Conservation and Raisin Region Conservation Authority are partners, creating the Raisin-South Nation Source Protection Region, one of 19 regions across the Province.
- Administer Risk Management.
- Leases and Rentals: (office space) decrease \$4,792: \$2,000
- Supplies and Materials: (less supplies anticipated in 2017) decrease \$2,674: \$1,100
- Program Support: \$150

Revenue:

- Fees: increase \$43,565: \$43,565
- Provincial: decrease \$35,686: \$49,350
- Other: decrease \$208,547: \$24,513

Expenses:

- Salaries and Benefits: 1.3 FTE, decrease \$115,454: \$120,478
- Board and Committee: decrease \$600: \$0
- Travel and Training: (program travel and workshops) decrease \$17: \$500
- Equipment and Maintenance: decrease \$1,601: \$1,000
- Advertising and Promotion: decrease \$1,281: \$0
- Professional Services: decrease \$4,021: \$0
- Contracted Services: (SNC network charge, Conservation Authorities and municipal partners) decrease \$60,228: \$2,200

2018 Deliverables:

- Manage Risk Management delivery agreements with 18 Municipalities
- Assist in policy review and implementation of the Source Protection Plan
- Work with neighboring CA's to ensure consistent service delivery of Program
- Prepare 25 risk management plans for Municipalities
- Prepare for submission of first annual report to MOECC
- Prepare 64 section 59 notices



Approvals

Source Water Protection

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	255,205	235,932	120,478	(115,454)	Anticipated payroll, staff charge, and recovery in 2018
Board and Committee	600	600	-	(600)	
Travel, Training	5,000	517	500	(17)	
Equipment, Repairs and Maintenance	3,300	2,601	1,000	(1,601)	
Advertising and Promotion	700	1,281	-	(1,281)	
Professional Services	-	4,021	-	(4,021)	Program delivery change from 2017 to 2018
Contracted Services	67,482	62,428	2,200	(60,228)	Program delivery change from 2017 to 2018
Lease/Rental	6,792	6,792	2,000	(4,792)	Program delivery change from 2017 to 2018
Supplies and Materials	4,000	3,774	1,100	(2,674)	Program delivery change from 2017 to 2018
Program Support	150	150	150	-	
Total Operating Expenses	343,229	318,096	127,428	(190,668)	
Revenue:					
Fees	-	-	43,565	43,565	New risk management plan fees in 2018
Provincial	160,642	85,036	49,350	(35,686)	Program delivery change from 2017 to 2018
Other	182,587	233,060	24,513	(208,547)	Program delivery change from 2017 to 2018
Total Revenue	343,229	318,096	117,428	(200,668)	
Net Operating Cost	-	-	10,000	10,000	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	10,000	10,000	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	10,000	10,000	
Total Depreciation	-	-	-	-	



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Approvals

Projects

Purpose:

- To complete projects that assist the Authority (and member Municipalities) to: consider liability, effectively regulate, enhance the understanding, and or experience of the watershed.

2018 Deliverables:

- Municipal Studies
- Casselman Lemieux
- City of Ottawa Floodplain Mapping - Agreement 1
- City of Ottawa Floodplain Mapping - Agreement 2
- United Counties of Prescott Russell Floodplain Mapping - Agreement 1
- Stormont Dundas and Glengarry Stormwater
- United Counties of Prescott Russell Infrastructure Assessment
- Subwatershed Studies



Projects

Municipal Studies

Purpose:

- To partner with municipalities to undertake technical studies that assist with development review and approvals; studies are completed upon request with funding support from municipalities and other partner organizations.
- Groundwater and esker studies were completed in 2017.

Expenses:

- No expenses budgeted in 2018

Revenue:

- No revenue budgeted in 2018



Projects

Municipal Studies

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	55,000	17,987	-	(17,987)	Program ended in 2017
Professional Services	45,000	28,671	-	(28,671)	Program ended in 2017
Contracted Services	-	8,025	-	(8,025)	Program ended in 2017
Grants	-	(3,285)	-	3,285	Program ended in 2017
Total Operating Expenses	100,000	51,398	-	(51,398)	
Revenue:					
Fees	-	8,336	-	(8,336)	Program ended in 2017
Municipal	100,000	43,062	-	(43,062)	Program ended in 2017
Total Revenue	100,000	51,398	-	(51,398)	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Casselman To Lemieux

Purpose:

- To complete the project that assists the Authority (and member Municipalities) to: consider liability and effectively engage with residents.

2018 Deliverables:

- Annual update of Emergency Plans and enhance communications with residents

Expenses:

- Salaries and Benefits: 0.1 FTE: \$1,000
- Contracted Services: \$500
- Supplies and Materials: \$500

Revenue:

- Municipal: \$2,000

**Projects****Casselman to Lemieux**

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	1,000	1,000	1,000	-	
Contracted Services	500	500	500	-	
Supplies and Materials	500	500	500	-	
Total Operating Expenses	2,000	2,000	2,000	-	
Revenue:					
Municipal	2,000	2,000	2,000	-	
Total Revenue	2,000	2,000	2,000	-	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

City of Ottawa Floodplain Mapping - Agreement 1

Purpose:

- To provide professional services to complete floodplain mapping in priority areas within the City of Ottawa under a five-year cost-share agreement with the City of Ottawa.

2018 Change:

- The first agreement with the City of Ottawa is ending 2018.

Expenses:

- Salaries and Benefits: 0.9 FTE, decrease \$147,500: \$85,486
- Equipment and Maintenance: increase \$3,500: \$5,000
- Professional Service: decrease \$28,830: \$13,559
- Supplies and Materials: (fuel, meals, parking and open houses) increase \$10,440: \$12,500

Revenue:

- Federal: (National Disaster Mitigation Program) decrease \$25,457: \$47,843
- Municipal: (City of Ottawa) decrease \$95,045: \$23,619

2018 Deliverables:

- Open houses for the Devine; Nelson Charlebois and Marshall Seguin Creeks
- Complete studies for South Bearbrook; McKinnons; McFadden and Savage Creeks
- Undertake peer review of the three reports
- Open house for McKinnons; McFadden and Savage Creeks
- Open house for South Bearbrook
- Present reports to City management
- Prepare regulation mapping, and presentation to Board of Directors for approvals



Projects

City of Ottawa Floodplain Mapping - Agreement 1

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	259,000	232,986	85,486	(147,500)	Anticipated payroll, staff charge, and recovery in 2018
Equipment, Repairs and Maintenance	26,000	1,500	5,000	3,500	Program ending March 2018
Professional Services	-	42,389	13,559	(28,830)	Program ending March 2018
Contracted Services	30,000	-	-	-	Program ending March 2018
Supplies and Materials	1,600	2,060	12,500	10,440	Program ending March 2018
Total Operating Expenses	316,600	278,935	116,545	(162,390)	
Revenue:					
Federal	74,700	73,300	47,843	(25,457)	Program ending March 2018
Municipal	139,200	118,664	23,619	(95,045)	Program ending March 2018
Total Revenue	213,900	191,964	71,462	(120,502)	
Net Operating Cost	102,700	86,971	45,083	(41,888)	
Capital					
Capital Expense	-	-	-	-	
Overall Net	102,700	86,971	45,083	(41,888)	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	102,700	86,971	45,083	(41,888)	
Total Depreciation	-	-	-	-	



Projects

City of Ottawa Floodplain Mapping - Agreement 2

Purpose:

- After a successful 5 years of partnership in the completion of floodplain mapping. A second five-year cost-share agreement was signed to continue working in priority areas within the City of Ottawa.

2018 Change:

- The second agreement also includes the delineation of emergency management tools

Expenses:

- Salaries and Benefits: 1.8 FTE, increase \$105,199: \$160,637
- Equipment and Maintenance: (surveying equipment rent, fuel, landowners letters postage) decrease \$43,264: \$9,171
- Professional Services: (consultant to prepare hydrology and hydraulic modelling for the Middle Castor Creek) increase \$9,806: \$60,000
- Supplies and Materials: (data acquisition, software updates and annual fees, including, fuel, meals, parking; presentation materials, brochures, computer and screens, open house materials) decrease \$4,258: \$742

Revenue:

- Federal: (National Disaster Mitigation Program) increase \$15,564: \$97,098
- Municipal: (City of Ottawa) increase \$45,942: \$100,275

2018 Deliverables:

- Deploy water level equipment to collect data in the study area
- Prepare hydrologic and hydraulic models for: Ebbers, Middle Castor and Buckles Creeks
- Undertake peer review of the three reports
- Prepare regulation mapping, open houses and presentation to Board of Directors for approvals
- Analyze the impacts of flood events; prepare flood depth; screening buildings, dwellings and prepare an inventory of flood vulnerable areas for: Osgoode cedar Garden Acres; John Boyce and Cassidy Creeks
- Present reports to City management



Projects

City of Ottawa Floodplain Mapping - Agreement 2

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	89,061	55,438	160,637	105,199	Anticipated payroll, staff charge, and recovery in 2018
Equipment, Repairs and Maintenance	-	52,435	9,171	(43,264)	Recovery IT and field work equipment
Professional Services	-	50,194	60,000	9,806	Program beginning in 2018
Supplies and Materials	7,700	5,000	742	(4,258)	Program beginning in 2018
Total Operating Expenses	96,761	163,067	230,550	67,483	
Revenue:					
Federal	-	81,534	97,098	15,564	Funding received from National Disaster Mitigation Program
Municipal	48,381	54,333	100,275	45,942	Funding received from City of Ottawa
Total Revenue	48,381	135,867	197,373	61,506	
Net Operating Cost	48,380	27,200	33,177	5,977	
Capital					
Capital Expense	-	-	-	-	
Overall Net	48,380	27,200	33,177	5,977	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	48,380	27,200	33,177	5,977	
Total Depreciation	-	-	-	-	



Projects

United Counties of Prescott-Russell Floodplain Mapping - Agreement 1

Purpose:

- To provide professional services to complete floodplain mapping in priority areas within the Counties of Prescott and Russell. National Disaster Mitigation program funding was awarded for this project.

Expenses:

- Salaries and Benefits: 1.7 FTE, increase \$111,498: \$158,116
- Equipment and Maintenance: (data acquisition; software updates and annual fees; and other expenses including, fuel, meals, parking; presentation materials, brochures, computer and screens, open house materials) decrease \$846: \$15,390
- Professional Services: (consultant to prepare bathymetry, hydrology and hydraulic modeling for the Clarence Creek, consultant to complete peer review of the York Creek floodplain risk report) increase \$100,196: \$100,196

Revenue:

- Federal: (National Disaster Mitigation Program) increase \$127,966: \$160,221
- Municipal: (United Counties of Prescott and Russell) increase \$52,044: \$76,825

2018 Deliverables:

- Deploy water level equipment to collect data in the study area
- Complete surveys
- Complete bathymetry for Clarence Creek
- Prepare hydrological and hydraulic models for York and Clarence Creek
- Hire a consultant to complete peer review of the York Creek floodplain risk report
- York Creek: Prepare regulation mapping, open houses and presentation to Board of Directors for approvals
- Prepare financial and non-financial report
- Present reports to United Counties of Prescott Russell management



Projects

United Counties of Prescott-Russell Floodplain Mapping - Agreement 1

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	-	46,618	158,116	111,498	Anticipated payroll, staff charge, and recovery in 2018
Equipment, Repairs and Maintenance	-	16,236	15,390	(846)	
Professional Services	-	-	100,196	100,196	Program beginning in 2018
Total Operating Expenses	-	62,854	273,702	210,848	
Revenue:					
Federal	-	32,255	160,221	127,966	Funding received from National Disaster Mitigation Program
Municipal	-	24,781	76,825	52,044	Funding received from United Counties of Prescott Russell
Total Revenue	-	57,036	237,046	180,010	
Net Operating Cost	-	5,818	36,656	30,838	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	5,818	36,656	30,838	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	5,818	36,656	30,838	
Total Depreciation	-	-	-	-	



Projects

Stormont Dundas and Glengarry Stormwater

Purpose:

- To develop a strategy for stormwater infrastructure including: monitoring, maintenance and acquisition for municipalities within Stormont Dundas and Glengarry Counties.

2018 Deliverables:

- Development of scope of work for municipal review
- Apply for grants to obtain funding

2018 Change:

- The Stormont Dundas and Glengarry Technical Working Group, formed by Stormont Dundas and Glengarry municipalities, have expressed interest on continue working together in the development of stormwater best management practices.

Expenses:

- Salaries and Benefits: 0.1 FTE: \$10,000
- Contracted Services: (hire a consultant to complete the stormwater strategy template on an as needed basis) increase \$8,244: \$8,244
- Supplies and Materials: decrease \$850: \$0
- Grant: (Stormont Dundas and Glengarry funding) decrease \$7,394: (\$18,244)



Projects

Stormont Dundas and Glengarry Stormwater

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	22,000	10,000	10,000	-	
Contracted Services	3,000	-	8,244	8,244	Program ending in 2018
Supplies and Materials	2,000	850	-	(850)	
Grants	(27,000)	(10,850)	(18,244)	(7,394)	Stormont Dundas and Glengarry funding
Total Operating Expenses	-	-	-	-	
Revenue:					
Fees	-	-	-	-	
Total Revenue	-	-	-	-	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

United Counties of Prescott Russell Infrastructure

Purpose:

- To complete a report on the status of counties infrastructures resilience to the impacts of climate change.

2018 Deliverables:

- Complete the modelling
- Prepare report and present it to the Counties

2018 Change:

- To assess the hydraulic resilience of infrastructure, specifically storm drainage systems, within the United Counties of Prescott and Russell to climate change impacts.

Expenses:

- Salaries and Benefits: 0.1 FTE, increase \$852: \$10,852
- Supplies and Materials: increase \$148: \$2,148
- Grant: (Eastern Ontario Water Resources Program funding) decrease \$1,000: (\$13,000)

**Projects****United Counties of Prescott Russell Infrastructure**

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	25,000	10,000	10,852	852	
Supplies and Materials	5,000	2,000	2,148	148	
Grants	(30,000)	(12,000)	(13,000)	(1,000)	
Total Operating Expenses	-	-	-	-	
Revenue:					
Other	-	-	-	-	
Total Revenue	-	-	-	-	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Projects

Subwatershed Studies

Purpose:

- To provide professional services to complete subwatershed studies that assists the Authority (and member Municipalities) to: effectively plan, enhance understanding, and stewardship of the watershed.

2018 Deliverables

- Completion of one Subwatershed Study.

Expenses:

- Salaries and Benefits: FTE 0.5, increase \$12,609: \$42,665
- Equipment and Maintenance: decrease \$5,786: \$0
- Vehicles: decrease \$130: \$950
- Supplies and Materials: (trees, shrubs, erosion control mats for restoration project) increase \$16,720: \$16,742
- Grants: (Eastern Ontario Water Resources Program funding) increase \$1,971: (\$27,665)

Revenue:

- Provincial: (Great Lakes Guardian Community Fund) increase \$20,384: \$22,692
- Municipal: (revenue carried forward) increase \$5,000: \$10,000



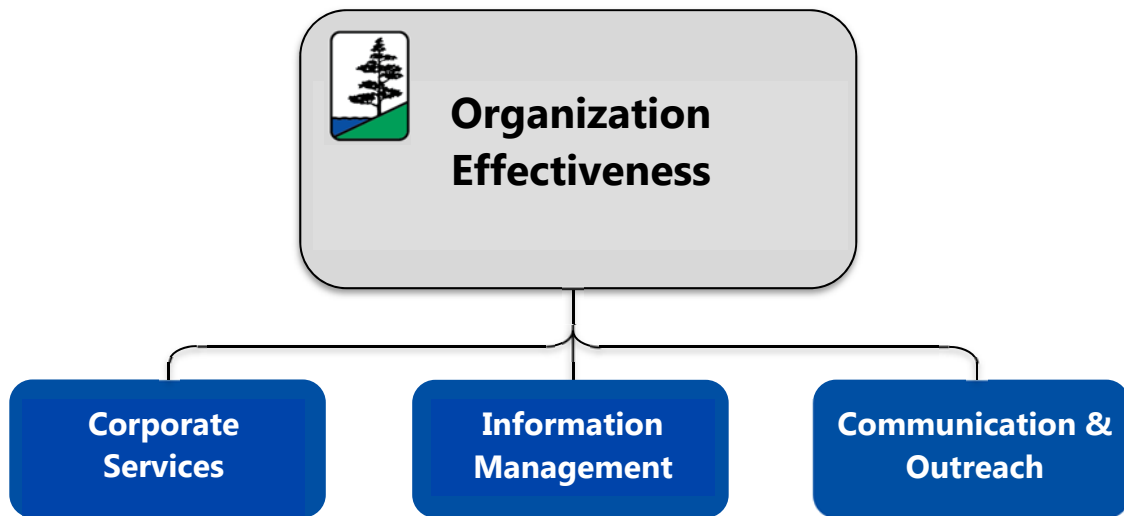
Projects

Subwatershed Studies

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	25,000	30,056	42,665	12,609	Anticipated payroll, staff charge, and recovery in 2018
Equipment, Repairs and Maintenance	5,000	5,786	-	(5,786)	Existing equipment meets needs
Vehicles	-	1,080	950	(130)	
Supplies and Materials	5,000	22	16,742	16,720	Program carried forward from 2017
Grants	-	(29,636)	(27,665)	1,971	
Total Operating Expenses	35,000	7,308	32,692	25,384	
Revenue:					
Provincial	25,000	2,308	22,692	20,384	Revenue carried forward
Municipal	10,000	5,000	10,000	5,000	Revenue carried forward
Total Revenue	35,000	7,308	32,692	25,384	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



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Organization Effectiveness

Department Overview

Corporate Services

- Provide financial planning for the Authority including the administration of the corporate budgeting process and accounting of revenues and expenditures
- Ensure best practices and value for the Authority through contract review
- Administer payroll and benefits
- Manage purchasing and inventory
- Support the work of the Authority with administrative services
- Ensure good governance by facilitating Board meetings and the work of the Board
- Deploy and maintain telephone and cell phone equipment, and associated services

Information Management

- Analyze, develop, deploy and maintain computer operations, telecommunications, applications and user support
- Support Authority work with geographic information systems support
- Research and implement appropriate software and provide software support

Communications & Outreach

- Promote a positive image of SNC
- Enhance communication and collaboration among Municipalities, partners, public and media to foster partnerships, and to engage people and organizations
- Increase communications, including information on events, SNC activities and available services
- Produce high-quality communication materials



Corporate Services

Purpose:

- To support the work of the Authority through the development of consistent management practices, cohesive policies, procedures, guidance, and processes for Board of Directors and staff.
- We provide administrative support to the Board and programs including human resources, meeting facilitation and maintaining corporate records.
- We ensure sound financial management and planning by maintaining the corporate accounts, processing transactions and providing tools, guidance and reporting for the budgeting process.
- Corporate Services includes the General Manager's office and a portion of the Senior Management Team. The Senior Management Team provides strategic vision and leadership to the Authority.

Subprograms:

- Governance
- Administration
- Financial Management and Reporting



Corporate Services

Governance

Purpose:

- To provide administrative support for the Chairman and Board Members. This includes: coordination of information for monthly Board meetings such as agenda packages, ensuring accuracy of the official minutes, and other supporting documentation.
- The Governance program includes funds for Board meeting allowance, mileage and other expenses related to their function as a representative of SNC. This includes networking events, training and development programs and activities.

Expenses:

- Salaries and Benefits: 1.7 FTE, increase \$3,021: \$151,445
- Board and Committee: (meeting and mileage allowance) increase \$4,000: \$64,500
- Travel and Training: (Board travel) increase \$2,000: \$15,000
- Professional Services: (legal) decrease \$112: \$2,000
- Phone and Internet: increase \$300: \$800
- Insurance: (Directors and Officers liability) increase \$300: \$2,400

2018 Deliverables:

- Support the Chairman and 12 Board Members representing 16 member Municipalities
- Facilitate 12 Board Meetings, including coordination of agenda, minutes and PowerPoint presentations
- Make travel arrangements and registrations for Board Members to represent SNC at networking events and conferences, and at County and Municipal meetings



Corporate Services

Governance

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	155,350	148,424	151,445	3,021	
Board and Committee	64,500	60,500	64,500	4,000	Member attendance at meetings
Travel, Training	15,000	13,000	15,000	2,000	
Advertising and Promotion	500	-	-	-	
Professional Services	2,000	2,112	2,000	(112)	
Phone and Internet	800	500	800	300	
Insurance	2,100	2,100	2,400	300	
Supplies and Materials	200	-	-	-	
Total Operating Expenses	240,450	226,636	236,145	9,509	
Revenue:					
Other	-	-	-	-	
Total Revenue	-	-	-	-	
Net Operating Cost	240,450	226,636	236,145	9,509	
Capital					
Capital Expense	-	-	-	-	
Overall Net	240,450	226,636	236,145	9,509	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	240,450	226,636	236,145	9,509	
Total Depreciation	-	-	-	-	



Corporate Services

Administration

Purpose:

- Our senior management team provides overall leadership, guidance, organization and direction to the Authority to achieve consistent management, cohesive policies, guidance, and processes.
- Our administrative team provides corporate support for Authority programs, services and staff.

Expenses:

- Salaries and Benefits: 6.2 FTE, increase \$62,280: \$570,210
- Board and Committee: (Joint Occupational Health and Safety): \$1,400
- Travel and Training: (six staff including General Manager) increase \$1,996: \$38,800
- Equipment and Maintenance: (printer and office equipment) \$1,500
- Professional Services: (legal and HR) increase \$8,000: \$33,000
- Phone and Internet: \$30,000
- Contracted Services: decrease \$500: \$1,000
- Insurance: (General Liability and Fleet) increase \$2,729: \$60,000
- Leases and Rentals: increase \$90: \$700
- Supplies and Materials: (office supplies and stationery): \$26,200
- Program Support: (postage, and bank fees): \$2,700
- Grants: increase \$1,967: \$33,370

- Capital Expense: (replace aged furniture and fixtures) increase \$5,670: \$8,000

Revenue:

- Provincial: (employment subsidy programs) decrease \$65,300: \$0
- Federal: (employment subsidy programs) increase \$17,092: \$70,000
- Other: \$5,250

2018 Deliverables:

- Customer service:
 - 9,000 telephone calls
 - 4,000 emails
 - 1,300 walk in customers
 - 2,600 faxes
 - 75 meeting room usages and setup (external)
- Provide information and support regarding Administrative, Personnel, Purchasing, Health and Safety, and Technical Policies
- Support for over 40 staff, 15 students and co-op/interns
- Materials and supplies management
- Apply for funding to offset over student salary
- Manage office materials and supplies



Corporate Services

Administration

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	592,238	507,930	570,210	62,280	Anticipated payroll, staff charge, and recovery in 2018
Board and Committee	1,400	1,400	1,400	-	
Travel, Training	44,800	36,804	38,800	1,996	
Equipment, Repairs and Maintenance	1,500	1,500	1,500	-	
Professional Services	34,000	25,000	33,000	8,000	Anticipated costs for human resources and legal
Phone and Internet	30,000	30,000	30,000	-	
Contracted Services	1,000	1,500	1,000	(500)	
Insurance	55,000	57,271	60,000	2,729	Insurance adjustments
Lease/Rental	1,000	610	700	90	
Supplies and Materials	23,000	26,200	26,200	-	
Program Support	1,700	2,700	2,700	-	
Grants	31,500	31,403	33,370	1,967	
Total Operating Expenses	817,138	722,318	798,880	76,562	
Revenue:					
Provincial	104,500	65,300	-	(65,300)	Program ended July 2017
Federal	-	52,908	70,000	17,092	Anticipated employment subsidies
Other	5,750	5,250	5,250	-	
Total Revenue	110,250	123,458	75,250	(48,208)	
Net Operating Cost	706,888	598,860	723,630	124,770	
Capital					
Capital Expense	8,000	2,330	8,000	5,670	Fixtures and furniture
Overall Net	714,888	601,190	731,630	130,440	
Transfer To/(From) Reserve	(100,000)	(40,000)	(84,000)	(44,000)	
Net Requirement	614,888	561,190	647,630	86,440	
Total Depreciation	22	131	131	-	



Corporate Services

Financial Management & Reporting

Purpose:

- To provide the Board of Directors and staff with timely financial information needed for operational decisions.

Expenses:

- Salaries and Benefits: 2.6 FTE, increase \$4,880: \$231,429
- Travel and Training: increase \$2,933: \$5,600
- Professional Services: (audit, \$24,000) increase \$5,000: \$26,500
- Program Support: increase \$100: \$1,600

Revenue:

- Fees: increase \$6,000: \$30,000
- Municipal: increase \$2,150: \$13,150

2018 Deliverables:

- Financial Advisors:
 - Financial reports (30)
 - Statements, grant applications (40)
 - Contract review (50)
 - Complete year end, annual budget and audit
- Preparing and Maintaining:
 - Corporate wide contracts, personnel files and payroll, and benefits (60)
- Accounts Payable and Receivable:
 - 3,600 supplier invoices processed
 - 2,000 supplier payments
 - 1,500 payroll payments (Board, staff, and Committees)
 - 290 SNC invoices prepared
 - 1,700 cash, cheque and credit card payments received and processed



Corporate Services

Financial Management & Reporting

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	202,666	226,549	231,429	4,880	Anticipated payroll, staff charge, and recovery in 2018
Travel, Training	8,300	2,667	5,600	2,933	Staff attendance at training
Professional Services	26,500	21,500	26,500	5,000	Auditor billing dates
Program Support	1,500	1,500	1,600	100	
Total Operating Expenses	238,966	252,216	265,129	12,913	
Revenue:					
Fees	20,000	24,000	30,000	6,000	Return on investment
Municipal	13,150	11,000	13,150	2,150	
Total Revenue	33,150	35,000	43,150	8,150	
Net Operating Cost	205,816	217,216	221,979	4,763	
Capital					
Capital Expense	-	-	-	-	
Overall Net	205,816	217,216	221,979	4,763	
Transfer To/(From) Reserve	21,300	21,300	23,300	2,000	
Net Requirement	227,116	238,516	245,279	6,763	
Total Depreciation	-	-	-	-	



Corporate Services

Information Management

Purpose:

- We implement and maintain SNC's technology infrastructure, and manage corporate records and data. Our Geographical Information System team creates products in support of SNC work, Municipalities, clients and the public.
- Infrastructure includes:
 - 9 servers for data storage
 - 11 network switches
 - 8 Wireless access points
 - 70 workstations, laptops and printers
 - Boardroom and meeting room audio visual equipment
- Products for SNC, partner agencies (Federal and Provincial government, Municipalities, Landowners, Contractors and Developers), and customers include:
 - Mapping and analysis of natural features, hazards and regulatory lines
 - Maintenance of a public and internal Geoportal tool
 - Maps to support reports, decision-making, public consultations and external communications such as tours, watershed report cards, web and social media updates

Expenses:

- Salaries and Benefits: 0.9 FTE, decrease \$30,239: \$82,587
- Travel and Training: \$6,600
- Equipment and Maintenance: (computer and network repairs and maintenance, software licenses): \$33,500
- Professional Services: (renewal of SNC network and shift to secure Canadian cloud): \$5,000

- Phone and Internet: (fiber internet): \$13,000
- Contracted Services: (network and helpdesk support, year one of three-year contract, file management and digitization, service fees for cloud, ESRI (GIS Software); HRMS (Payroll and Time solution), extras on IT contract): \$88,900
- Supplies and Materials: (printing, IT accessories) decrease \$3,000: \$4,000
- Program Support: increase \$25,200: \$0
- Capital Expense: (replace aged computers, replace network hardware): \$50,000

Revenue:

- Other: decrease \$3,500: \$0

2018 Deliverables:

- GIS tasks and projects
 - Floodplain mapping
 - Continued improvements to the geoportal
 - Renewal of GIS network infrastructure
- Process and store approximately 1,000,000 files
- Process and store approximately 400,000 emails annually
- Replace aged network hardware
- Develop file and data management software
- Replace 10-12 aged computers



Corporate Services

Information Management

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	123,151	112,826	82,587	(30,239)	Anticipated payroll, staff charge, and recovery in 2018
Travel, Training	8,200	6,600	6,600	-	
Equipment, Repairs and Maintenance	33,500	33,500	33,500	-	
Professional Services	5,000	5,000	5,000	-	
Phone and Internet	13,000	13,000	13,000	-	
Contracted Services	88,900	88,900	88,900	-	
Supplies and Materials	4,000	7,000	4,000	(3,000)	Program recovery changes
Program Support	(5,000)	(25,200)	-	25,200	Cost-recovered from National Disaster Mitigation Program in 2017
Total Operating Expenses	270,751	241,626	233,587	(8,039)	
Revenue:					
Other	3,500	3,500	-	(3,500)	GIS consulting ended in 2017
Total Revenue	3,500	3,500	-	(3,500)	
Net Operating Cost	267,251	238,126	233,587	(4,539)	
Capital					
Capital Expense	50,000	50,000	50,000	-	
Overall Net	317,251	288,126	283,587	(4,539)	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	317,251	288,126	283,587	(4,539)	
Total Depreciation	72,000	55,464	49,228	(6,236)	



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Communications & Outreach

Department Overview

Purpose:

- Promote SNC programs, services and projects to member Municipalities, residents, partner organizations, and other stakeholders.
- Ensure consistent use of corporate branding and identity in SNC communication products.
- The Team develops and distributes SNC media and communications products, maintains SNC's website and social media outlets, delivers educational programs, promotes SNC at local fairs and events and supports funding applications.
- The Communications and Outreach team provides support to all SNC Teams.

Subprograms:

- Corporate Communications
- Education and Events
- Student Summit
- Partnership Development
- Media and Communications Products



Communications & Outreach

Corporate Communications

Purpose:

- Corporate communications support SNC Standing Committees as per the approved Terms of Reference. Staff maintains SNC's corporate identity by providing business cards, uniforms and clothing. The team coordinates SNC corporate memberships and subscriptions for staff and programs. Staff support Corporate Services with maintaining SNC historical archives and the Pat Coyne Library.

Expenses:

- Salaries and Benefits: 2.5 FTE, increase \$35,559: \$229,323
- Board and Committee: (4 Standing Committees for meetings and expenses) increase \$2,590: \$22,000
- Travel and Training: (travel and professional development for 4 staff) decrease \$2,600: \$9,000
- Advertising and Promotion: (SNC memberships to professional organizations and subscriptions for magazines, journals and local newspapers, gifts of gold coins and in memoriam donations on behalf of SNC, and SNC clothing and uniforms) decrease \$1,376: \$30,000
- Contracted Services: (corporate product graphic design) increase \$500: \$8,000
- Supplies and Materials: (business cards, name tags, name plates and SNC promotional items): \$8,000
- Program Support: (point of sale machine at front reception) increase \$200: \$200

Revenues:

- Other: (sale of SNC clothing) decrease \$500: \$1,000

2018 Deliverables:

- Hold 16 SNC Standing Committee meetings to provide stakeholder input on SNC Programs and Services to the Board of Directors
 - Clean Water Committee
 - Communications Committee
 - Fish and Wildlife Committee
 - Forestry Committee
- Distribute 20 SNC token and recognition gifts as per SNC's Personnel Policy
- Purchase and distribute 50 SNC uniforms and clothing for Board, Committees and staff
- Produce 20 staff business cards, name tags, and nameplates
- Renew 50 SNC subscriptions and membership
- Maintain historical archives and Pat Coyne Library



Communications & Outreach

Corporate Communications

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	266,884	193,764	229,323	35,559	Anticipated payroll, staff charge, and recovery in 2018
Board and Committee	25,000	19,410	22,000	2,590	Member attendance at meetings
Travel, Training	6,500	11,600	9,000	(2,600)	Staff attendance at training
Advertising and Promotion	32,500	31,376	30,000	(1,376)	
Contracted Services	8,500	7,500	8,000	500	
Supplies and Materials	8,000	8,000	8,000	-	
Program Support	400	-	200	200	
Total Operating Expenses	347,784	271,650	306,523	34,873	
Revenue:					
Other	500	1,500	1,000	(500)	
Total Revenue	500	1,500	1,000	(500)	
Net Operating Cost	347,284	270,150	305,523	35,373	
Capital					
Capital Expense	-	-	-	-	
Overall Net	347,284	270,150	305,523	35,373	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	347,284	270,150	305,523	35,373	
Total Depreciation	-	-	-	-	



Communication & Outreach

Education & Events

Purpose:

- Through attending fairs, events, and delivering educational programming SNC works to promote the protection and proper management of natural resources within the SNC jurisdiction. SNC delivers curriculum-based Watershed Adventures, a Geocaching Outdoor Education Program, a Maple Syrup Education Program, Wildlife Education Days and delivers a Stream of Dreams Education Program to foster a lifelong appreciation of the environment. SNC also partners with many different groups to deliver programs including the Youth Hunt Apprenticeship Program, Youth Fish Camps and a Family Fun Derby, among others.

Expenses:

- Salaries and Benefits: 0.1 FTE, decrease \$8,491: \$8,500
- Travel and Training: (parking and mileage to/from fairs, events, education programs) increase \$1,237: \$4,250
- Advertising and Promotion: (SNC booth space and event registrations, \$2,000; and SNC annual tour, \$1,500) decrease \$981: \$3,500
- Contracted Services: (SNC Youth Hunt delivered by Delta Waterfowl, Maple Education Program and Representatives, Staff support for geocaching events and products, and SNC golf tournament) increase \$712: \$18,600
- Supplies and Materials: (Geocaching, Fish Camp, SNC golf tournament, materials for SNC booth, Stream of Dreams Education Program, and Maple Syrup Education Program) decrease \$22,998: \$11,000

Revenues:

- Fees: (SNC annual bus tour, and Maple Syrup Education Program) increase \$2,503: \$8,350
- Other: (deferred revenue from donation: Fish Camp, Geocaching events, Youth Hunt Camp, and events, SNC golf tournament) decrease \$27,536: \$34,900

2018 Deliverables:

- Deliver maple syrup education and loan out the maple syrup education kit
- Deliver watershed adventure programming to 150 youth at over 16 venues
- Hold a “Friends of the South Nation” golf tournament that draws over 200 participants
- Reach out to 25,000 residents at 20 local fairs and events
- Deliver 2 Youth Fish Camps (30 youth)
- Deliver 1 Healthy Hike
- Support Canoe and Kayak Runs on the South Nation River
- Support SNC and Delta Youth Hunt (15 youth)
- Deliver 2 geocaching events
- Coordinate open houses for floodplain mapping and stewardship projects
- Host and coordinate 8 photo opportunities and media days
- Deliver the Stream of Dreams Education Program at 2 schools



Communication & Outreach

Education & Events

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	-	16,991	8,500	(8,491)	Anticipated payroll, staff charge, and recovery in 2018
Travel, Training	5,000	3,013	4,250	1,237	
Advertising and Promotion	3,500	4,481	3,500	(981)	
Contracted Services	24,600	17,888	18,600	712	
Supplies and Materials	13,500	33,998	11,000	(22,998)	Program ended December 2017
Total Operating Expenses	46,600	76,371	45,850	(30,521)	
Revenue:					
Fees	6,850	5,847	8,350	2,503	Cost-recovered from Stream of Dreams program in 2017
Other	33,650	62,436	34,900	(27,536)	Program ended December 2017
Total Revenue	40,500	68,283	43,250	(25,033)	
Net Operating Cost	6,100	8,088	2,600	(5,488)	
Capital					
Capital Expense	-	-	-	-	
Overall Net	6,100	8,088	2,600	(5,488)	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	6,100	8,088	2,600	(5,488)	
Total Depreciation	-	-	-	-	



Communications & Outreach

Student Summit

Purpose:

- SNC with funding support from the Ministry of the Environment and Climate Change and the Ministry of Education, will host an inaugural three-day Student Summit for the St. Lawrence River which will empower and engage students, teachers, and school boards to learn about the Great Lakes and St. Lawrence River Basin.
- SNC will also host training sessions for other Conservation Authorities to engage them in cost-recovery environmental certifications for high school students through the Specialist High Skills Major program.

Expenses:

- No expenses budgeted in 2018

Revenues:

- No revenue budgeted in 2018

2018 Deliverables:

- Student Summit and training completed in 2017. No plans for a 2018 Summit.



Communications & Outreach

Student Summit

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	-	20,000	-	(20,000)	Program ended December 2017
Board and Committee	-	5,100	-	(5,100)	Program ended December 2017
Travel, Training	-	500	-	(500)	
Contracted Services	-	42,000	-	(42,000)	Program ended December 2017
Supplies and Materials	-	3,750	-	(3,750)	Program ended December 2017
Total Operating Expenses	-	71,350	-	(71,350)	
Revenue:					
Provincial	-	66,850	-	(66,850)	Program ended December 2017
Other	-	4,500	-	(4,500)	Program ended December 2017
Total Revenue	-	71,350	-	(71,350)	
Net Operating Cost	-	-	-	-	
Capital					
Capital Expense	-	-	-	-	
Overall Net	-	-	-	-	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	-	-	-	-	
Total Depreciation	-	-	-	-	



Communications & Outreach

Partnership Development

Purpose:

- SNC awards grants to community groups to support events and projects throughout the SNC jurisdiction. These grants provide high profile for SNC at a low cost and encourage the use of our watercourses for recreation while supporting various environmental initiatives. The communications team also actively seeks funding partnerships, liaisons with existing partner organizations, and provides support to SNC Teams in developing and submitting funding applications.

Expenses:

- Travel and Training: (mileage and expenses for meetings with partners and potential funders) decrease \$45: \$2,500
- Supplies and Materials: (signage and supplies for delivery of community grants) increase \$500: \$500
- Grants: (Board of Directors grants, and Community Environmental Grants) increase \$2,700: \$10,000

Revenues:

- Other: (donation to support Community Environmental Grants) decrease \$1,166: \$1,000

2018 Deliverables:

- Deliver the Community Environmental Grants Program (River, Agri-Environmental, Heritage, and Community Environmental Outreach Grants), awarding 20 grants for community events and festivals that promote protection of the environment
- Facilitate 12 Board Member community grants
- Support to 25 grant applications



Communications & Outreach

Partnership Development

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Travel, Training	2,500	2,545	2,500	(45)	
Supplies and Materials	500	-	500	500	
Grants	10,000	7,300	10,000	2,700	Based on grant requests
Total Operating Expenses	13,000	9,845	13,000	3,155	
Revenue:					
Other	4,000	2,166	1,000	(1,166)	
Total Revenue	4,000	2,166	1,000	(1,166)	
Net Operating Cost	9,000	7,679	12,000	4,321	
Capital					
Capital Expense	-	-	-	-	
Overall Net	9,000	7,679	12,000	4,321	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	9,000	7,679	12,000	4,321	
Total Depreciation	-	-	-	-	



Communications & Outreach

Media & Communications Products

Purpose:

- Staff promote SNC programs and services through distribution of various media products, including press releases, watershed updates, and advertising. Staff maintain SNC's website and social media outlets (e.g. Facebook, Twitter, YouTube, and Instagram). SNC's programs and services are marketed by developing, producing and distributing fact sheets, brochures, signage, and display materials.

Expenses:

- Salaries and Benefits: 0 FTE, decrease \$3,285: \$0
- Advertising and Promotion: (paid ads, translation, and printing of brochures and fact sheets) decrease \$2,000: \$23,000
- Contracted Services: (graphic design for communication products, promotional videos, maintenance and upgrades to SNC website, and press releases) increase \$852: \$20,000
- Supplies and Materials: (communication materials and non-capital signage) increase \$1,871: \$5,000

Revenues:

- Other: (sale of SNC books and Healthy Home Guidebooks) decrease: \$7,966: \$850

2018 Deliverables:

- Issue 50 press releases
- Email 12 SNC monthly updates (SNC Currents)
- Purchase 12 paid advertisements to promote SNC programs and services
- Engage contractors to provide graphic design and printing for:
 - communication materials products for media events
 - updates to fact sheets, brochures, postcards
 - 1 sub-watershed report card
 - 1 annual report
 - 2 technical reports
- Maintain and improve SNC's English and French websites
- Maintain and increase followers on SNC's 4 social media outlets
- Layout and produce 10 new replacement signs
- Facilitate translation of approximately 300 documents



Communications & Outreach

Media & Communications Products

Description	Budget 2017	Forecast 2017	Draft Budget 2018	Increase/ (Decrease) 2018	Reason For Change
Operating Expenses:					
Salaries and Benefits	-	3,285	-	(3,285)	Cost-recovered from septic outreach program
Advertising and Promotion	23,000	25,000	23,000	(2,000)	
Contracted Services	22,000	19,148	20,000	852	
Supplies and Materials	3,000	3,129	5,000	1,871	
Total Operating Expenses	48,000	50,562	48,000	(2,562)	
Revenue:					
Other	850	8,816	850	(7,966)	Cost-recovered from septic outreach program
Total Revenue	850	8,816	850	(7,966)	
Net Operating Cost	47,150	41,746	47,150	5,404	
Capital					
Capital Expense	-	-	-	-	
Overall Net	47,150	41,746	47,150	5,404	
Transfer To/(From) Reserve	-	-	-	-	
Net Requirement	47,150	41,746	47,150	5,404	
Total Depreciation	-	-	-	-	



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